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CONTENTS		Pages
PART I—	Notifications, Orders and Declarations by Haryana Government	253—372
PART I-A—	Notifications by Local Government Department	Nil
PART I-B—	Notifications by Commissioners and Deputy Commissioners	Nil
PART II—	Statutory Notifications of Election Commission of India— Other Notifications and Republications from the Gazette of India	Nil
PART III—	Notifications by High Court, Industries, Advertisements, Change of Name and Notices	47—61
PART III-A—	Notifications by Universities	Nil
PART III-B—	Notifications by Courts and Notices	Nil
PART IV—	Act, Bills and Ordinances from the Gazette of India	143—162
PART V—	Notifications by Haryana State Legislature	Nil
SUPPLEMENT PART I—	Statistics—	Nil
SUPPLEMENT PART II—	General Review—Review of the Annual Administrative Report of the Health Department, for the year 2008-09.	91
LEGISLATIVE SUPPLEMENT —	Contents	Nil
	Ditto PART I—Act	Nil
	Ditto PART II—Ordinances	Nil
	Ditto PART III—Delegated Legislation	Nil
	Ditto PART IV—Correction Slips, Republications and Replacements	Nil

PART—I

Notifications, Orders and Declarations by Haryana Government

HIGHER EDUCATION DEPARTMENT

The 14th February, 2013

No. KW 18/161-2007 UNP (5).— In exercise of the powers conferred by Sub-section (4) of Section 32 of Haryana Private Universities Act, 2006 and all other powers enabling him in this behalf, the Governor of Haryana hereby allows ITM University, Sector 23-A, Gurgaon to frame its First Ordinance.

S. S. PRASAD,
Principal Secretary to Government Haryana,
Higher Education Department.

SHORT TITLE, SCOPE AND COMMENCEMENT

- 1 The "Ordinance" means the Ordinances of ITM University.
- 2 These Ordinances shall come into force with effect from the date of their approval by the State Government and/ or their notification in the State Gazette as per Section 32 (3) & (4) of the Act, whichever is earlier.
- 3 The Ordinances are in conjunction with the provisions of the Haryana Private Universities Act, 32 of 2006 and subsequent amendments.
- 4 Nothing in these Ordinances shall debar the University from amending in part or whole of this or the subsequent Ordinances according to the provision of Section 32 of the Act, and the amended Ordinances, if any, shall come into effect as per Section 32 (3) & 32(4) of the Act.
- 5 The First Ordinance i.e. No. 1 to 11 have been framed under Section 32 of the Haryana Private Universities Act, 32 of 2006.

DEFINITIONS

- 1 "University" means ITM University established under Haryana Private Universities Act No 32 of 2006 and Haryana Private Universities (Third Amendment) Act 25 of 2009 dated 21st October 2009; and set up under Section 2(f) of the UGC Act and conferred with the right to award degrees under Section 22 (1) of UGC Act 1956 vide their letter number 8-4/2010 (CPP-I/PU) dated 5th March 2010.
- 2 "Authority" means competent authority as per Act including Governing Body, Board of Management, Academic Council and / or any other authority duly constituted by Governing Body.
- 3 "Seal" means the common seal of the University.
- 4 "Admission Policy" means Admission Policy & Selection Procedure as notified in ordinances/ statute of the university.
- 5 "Act" means the "Haryana Private Universities Act, 32 of 2006" and subsequent amendments.
- 6 "Statutes", "Ordinances" and "Regulations" mean respectively, the Statutes, Ordinances and Regulations of the ITM University made under the Act;
- 7 "Government" means the Government of the State of Haryana;
- 8 "Academic Year" means a period of nearly twelve months devoted to complete the requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "semesters" or annual term as applicable stipulated in the Ordinances.
- 9 "Programme(s)" means prescribed area(s) or course(s) of study or programme(s) and / or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- 10 "Apply" means submission of the application for admission by an applicant on a prescribed form along with all the required documents and processing fee either by hand or by Registered post duly receipted.
- 11 "Subject" means the basic unit(s) of course of instruction, teaching, training, research etc., by whatever name it may be called, as prescribed under the scheme and curriculum.
- 12 "Decided by the University/ University may decide/ Decision of the University" means as decided by the Vice-Chancellor with the approval of the Chancellor.
- 13 "Approved" by University means approved by prescribed authority of university as per Act.
- 14 "Rules" means the Rules made by the University under this Act;

- 15 "Fee" means collection made by the University from the students by whatever name it may be called, which is not refundable;
- 16 "All India Council for Technical Education" means All India Council for Technical Education established under the All India Council for Technical Education Act, 1987 (Central Act 52 of 1987);
- 17 "Admission Committee" means Admission committee duly constituted by Chancellor/Vice-Chancellor of the University for conducting admission process and as provided in Admission Policy.
- 18 "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and other such related details (by whatever name it may be called) for the concerned courses(s) of the University.
- 19 "Scheme" means the division of the University for learning in a particular field.
- 20 "Student", "applicant", "candidate" means the applicant seeking admission to the University.
- 21 "AIEEE Rank" Rank obtained in All India Engineering Entrance Examination of that year (year of admission) conducted by Govt. of India authorized agency.
- 22 "Discipline" means a branch / stream of Engg./Management/Law etc. as approved by university / given in admission policy.
- 23 "Hostel" means a place of residence for the students of the University;
- 24 "Prescribed" means prescribed by rules made under this Act; or as in Admission Policy
- 25 "Regulating Body" means a body established by the Central Government for laying down norms and conditions for ensuring academic standards of higher education, such as University Grants Commission, All India Council for Technical Education, National Council of Teacher Education, Medical Council of India, Bar Council of India, National Council of Assessment and Accreditation, Indian Council of Agriculture Research, Distance Education Council, Council of Scientific and Industrial Research etc. and includes the State Government;
- 26 The terms "he", "him" and "his" shall also include the feminine gender.
- 27 "Chancellor" means Chancellor of ITM University.
- 28 "Governing Body" (GB) means Governing Body of University constituted as per the Act.
- 29 "Academic Council" (AC) means Academic Council of University constituted as per the Act.
- 30 "Board of Management" (BOM) means Board of Management of University constituted as per the Act.

ORDINANCE 1**ADMISSION OF STUDENTS AND
THEIR ENROLLMENT****1. INTRODUCTION**

ITM University has been established by the Haryana State Legislature under the Haryana Private Universities (Third amendment) Act, 25 of 2009.

ITM University is a Private University recognized by UGC and has the right to confer degrees under Section 22(1) of the UGC Act, 1956. ITM University has been included by UGC in their select list of approved Universities. This list of recognized Universities can be obtained from the UGC website www.ugc.ac.in/inside/privateuniversity.html#haryana.

The said Ordinance has been prepared as per the Haryana Private Universities Act No 32 of 2006 to ensure that admissions are made strictly in accordance with merit in a fair and transparent manner in the interest of all concerned.

This Ordinance gives the **ADMISSION POLICY & SELECTION PROCEDURE** for various Schools of the University and has been approved by the prescribed authority of the University.

Presently, various Schools in the University are as follows:

- I. School of Engineering & Technology**
- II. School of Management**
- III. School of Law**
- IV. School of Basic Sciences**
- V. School of Humanities**

In tune with emerging requirements, new schools/ programmes may be added as per the Act from time to time.

Based on this Ordinance an **Admission Policy and Selection Procedure** containing detailed admission rules, procedures and guidelines for selection will be issued by the University on year to year basis before commencement of the academic year for admission and enrollment of students to various Schools/ Programmes of the University. This will be called **Admission Policy & Selection procedure – 20XX**, henceforth called **APSP – 20XX** where 20XX denotes the year of admission e.g. **APSP – 2010** means 'Admission Policy & Selection Procedure for the year 2010'.

The Schools for which the admission will be done in a particular academic year will also be specified in the **APSP – 20XX**, on year to year basis.

For admission to a course of the University an applicant will have to comply with various requirements as follows:

2. MINIMUM ELIGIBILITY CRITERIA

To be eligible for admission to the first year of any of the Schools/ programmes of the University, a candidate must fulfill the Minimum Eligibility Criteria for the particular programme as given in the enclosed chart at Annexure 1 to this Ordinance.

The said criteria may change from time to time as approved by the University on a year to year basis. The minimum eligibility criteria for admission to any programme will be clearly specified and publicized through news papers and its official website for convenience of the students at least 2 weeks in advance of the start of the admission process.

(i) MERIT

- 31 "Academic Programme" means a programme of courses or any other component leading to a Bachelors degree, Masters degree, any Graduate or Post-graduate degree or diploma, M. Phil, Ph. D Degree or Certificate courses.
- 32 "Semester System" - a programme wherein each academic year is apportioned into semesters/trimester system as applicable.
- 33 "Course" - means a component of the academic programme, carrying a distinctive code no. and specific credits/marks assigned to it.
- 34 "Schedule of Examination" - means a table giving details about the time, day and date of the commencement of each paper which is a part of a scheme of examinations and shall also include the details about the practical examinations.
- 35 "HOD" means Head of the respective Departments.
- 36 "NRI" means Non Resident Indian as defined under the Income Tax Act.
- 37 "ITM University Entrance Test" means an entrance test conducted by the University for a particular programme/course.
- 38 All words and expressions used herein and defined in the Act shall have the meanings respectively assigned to them in the Act.

All the admissions shall be made on the basis of inter-se merit.

All admissions to various programmes/ Schools of the University shall be made as per the following guidelines prescribed by Section 35 of the Haryana Private Universities Act which is as follows:

- i. Admission in the University shall be made strictly on the basis of merit.
- ii. Merit for admission in the University may be determined either on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra curricular activities or on the basis of marks or grade obtained in the entrance test conducted at the State level either by an association of the universities conducting similar courses or by any agency of the State or by ITM University:

Provided that admission in professional and technical courses shall be made only through an entrance test.

(ii) GENERAL CONDITIONS

- (a) In case, a candidate has completed his/her equivalent examination from an overseas board, he/ she shall *necessarily* have to obtain and submit along with his/her application, a certificate of equivalence from the AIU (Association of Indian Universities).
- (b) In case, the Admission Committee of the University is not satisfied with the character or antecedents of an applicant(s), in the overall interest of maintaining the academic standards and discipline in the University, the University retains the exclusive right not to admit him/her to the University.
- (c) A student, who furnishes the particulars, and if they are found to be false, or suppresses the material information, he/she shall not be considered for admission and if he/ she has already been admitted on the basis of such information, besides legal action at his/ her cost, his/ her admission shall stand automatically cancelled and the entire fee of any description whatsoever paid by him/ her shall stand fully forfeited.
- (d) Unless clearly specified that they are ineligible, the candidates appearing for compartment examination(s) may also apply for admission. However, it is made clear that they must comply with the minimum eligibility criteria one day prior to the date of display of the first admission list, failing which they shall not be considered for admission. Proof of clearing the compartment examination(s) shall be submitted by the student(s).
- (e) Mere possession of the prescribed academic qualifications does not entitle a candidate for admission. Candidates shall have to fulfill all other conditions as spelt out in the Admission Policy & Selection Procedure as notified in the Admission Notice.
- (f) Students/ Parents are cautioned not to use any intermediary or broker for securing admission. Besides being illegal, such an action could render the candidate ineligible to participate in the admission process.
- (g) A candidate who wishes to be admitted after a gap period of one year and/ or, more (after passing the qualifying examination) shall submit his application along with an affidavit duly Notarized, justifying the reasons of gap period and certifying that he/ she had not taken admission in any college and had not been rusticated or had not been sentenced to Jail for a criminal offence. He/she will necessarily have to comply with the minimum eligibility criteria applicable in the year of admission.

3. INTAKE OF STUDENTS

The intake of the students in each programme will be notified in the Admission Notice & APSP – 20xx for the year of admission. The reservation of seats in all Undergraduate and Postgraduate courses will be as per section 35 (3) of the Act which is as follows:

A minimum of 25% seats for admissions in the University shall be reserved for students belonging to Haryana domicile, out of which 10% shall be reserved for Scheduled Castes of the State of Haryana.

Therefore, the reservation of seats in various categories will be as follows:

S.NO.		
A	All India Category (including Haryana)	60%
B	General (Haryana)	15%
C	Scheduled Caste (Haryana)	10%
D	Child / ward of NRI	15%

One additional seat in each branch is reserved for Kashmiri migrants. The same may however, change from time to time

Intake is subject to change by the University. In case, there is any new programme/ discipline offered and / or increase or decrease in intake in existing disciplines, the ratio of reservation will be the same. Introduction of a new discipline(s) and / or increase / decrease in intake, if any, shall be notified by the University on its official website before commencement of the academic session and start of admission as well as in APSP – 20xx.

4. ELIGIBILITY UNDER VARIOUS CATEGORIES

ALL INDIA (Including Haryana): A candidate applying from any part of the country (including Haryana), who complies with the minimum eligibility criteria.

HARYANA (General): A candidate, who is a domicile of Haryana or has passed his qualifying or equivalent examination from a recognized school/ University in Haryana and complies with the minimum eligibility criteria. Unfilled seats, if any, under this category will be transferred to the All India (including Haryana) category.

Haryana (Scheduled Caste): The candidate must be a domicile of Haryana and from a Schedule caste of Haryana, as notified by the State Govt. and should comply with the minimum eligibility criteria. Haryana (Scheduled Caste) candidates before being considered in their own category will first be considered under Haryana General Category, if they do not get a seat under All India Category. Unfilled seats, if any, under this category will be transferred to the Haryana General category and if they are still unfilled, they will be transferred to the All India Category (including Haryana)."

CHILD /WARD OF NRI (Non-Resident Indian): To be eligible for admission under this category, the applicant must be the child / ward of a Non Resident Indian as defined under the Income Tax Act and must comply with the minimum eligibility criteria. (AIEEE/ Entrance Test will not be applicable for these candidates). Students admitted under this category will pay a higher fee as given in Ordinance 6 and will be admitted on first cum first served basis.

KASHMIRI MIGRANTS: One seat in each branch is reserved for Kashmiri Migrants. These seats will be supernumerary and will be filled on the basis of inter-se – merit in the minimum qualifying examination (passed in admission year) and subject to the candidate complying with the minimum eligibility criteria.

Kashmiri migrants will be required to submit the original certificate of migration duly signed by the competent authority or Relief Commissioner.

UNFILLED SEATS: The unfilled seat(s), if any, under Haryana General and/or NRI category (excluding Kashmiri Migrants) will be transferred to the All India general category.

A candidate, who applies under a reserved category will first be considered under the All India Category. Only in case, he/she does not get a seat, he/she will be considered under the reserved category subject to the availability of a seat and as per his/her merit.

5. ADMISSION COMMITTEE

All admissions to each School shall be made by the respective admission committees comprising of the faculty and administrative staff of the university to be nominated by the Vice Chancellor from year to year. The Committees will be headed by the Registrar or a person who is not less than the rank of a Professor.

The Committees shall scrutinize the Application Forms for admission of the candidates in accordance with the conditions of admission prescribed in the Admission Policy and Selection Procedure and the relevant Ordinances of the University.

The decision of the admission committee on any matter concerning the admission policy and selection procedure shall be final and binding on all concerned, subject to review as provided in this Ordinance.

6. ADMISSION NOTICE

A copy of the admission notice (individual or common) for various schools/ programmes along with the APSP – 20XX for the year of admission, based on the Ordinance, shall be uploaded on the official website of the University "www.itmindia.edu" for the information of all concerned and published in the national dailies and / or their education supplements.

Not less than fifteen days time from the date of the admission notice shall be given to the interested candidates to submit their application and processing fee.

If not provided in the Admission Notice, the Admission notice shall clearly provide the website details from where the following information can be obtained:

- (a) Minimum eligibility conditions for applicants seeking admission with conditions, if any.
- (b) The number of seats branch/ category wise to be filled.
- (c) Fee to be paid by the students.
- (d) The date, time and venue for the display of admission list and/or physical counseling, as the case may be.
- (e) Any other relevant issue of interest

Admissions shall be made *strictly on merit only* from amongst candidates who have applied within the stipulated time limit prescribed in the admission notice published by the University and have deposited the processing fee and whose application has not been invalidated due to any shortcoming.

7. PROCESSING FEE

A processing fee as decided and approved by the University from time to time must be submitted with the duly completed application form in respect of resident India students and children / wards of Non Resident Indian.

The processing fee shall be non – refundable under any circumstances whatsoever.

8. SECURING ADMISSION

Students whose names appear in the first or second merit cum admission list displayed by the University must deposit their first semester fee in full on or before the last date specified for the purpose to secure their admission. Semester fee will not be accepted in part or in installments.

In the event a student fails to deposit his/her fee on or before the date specified, the offer of admission will stand automatically withdrawn and the student will have no claim whatsoever on the seat.

9. SCHEDULE OF FEE & FEE CONCESSION

Schedule of fee will be as per Ordinance 6 and will be specified in the APSP – 20XX.

Fee concession for students shall be available as per Ordinance 4.

10. DOCUMENTS REQUIRED FOR ADMISSION

A list of documents required at the time of admission for verification/ submission will be given in APSP – 20XX. The Original Transfer and Migration Certificates submitted by students at the time of admission becomes the property of the University and therefore will not be returned.

Admitted students will be issued a new Transfer Certificate and Migration Certificate under the seal of the University on completion of the degree or if/when they withdraw their admission.

11. GRIEVANCE REDRESSAL

Grievance/complaints, if any, against any action/decision of the Admission Committee can be made in writing to the Vice Chancellor of the University within the time as specified in APSP – 20XX.

In case, there is any ambiguity whatsoever with respect to this Ordinance, Vice Chancellor's written interpretation/clarification/ decision shall be final and binding on all concerned.

12. LAST DATE OF WITHDRAWAL/ CANCELLATION OF ADMISSION

As per the apex court / competent authority, no seat(s) can be filled after the last date of admission. Under the circumstances, if unfilled seat(s) are not filled before the last date of admission, such seat(s) will remain vacant for the next four years since no lateral entry admissions directly to the IInd year will be made by the University. Therefore, to give the University enough time to find suitable students/ replacements for their vacant / dropout seats, the last date for cancellation / withdrawal of admission will be kept well before the last date of admission and indicated prominently in the APSP – 20XX.

Accordingly, students desirous of canceling their admission must not confuse the last date of admission to be the last date for cancellation / withdrawal of admission.

13. REFUND / CANCELLATION POLICY

All requests for cancellation/withdrawal of admission must be made in writing along with the original fee receipt quoting the branch in which admission was granted, Entrance Test/ AIEEE Roll No & Rank. Requests made verbally or by fax/email or without the original fee receipt shall not be entertained.

In case, a student withdraws his / her admission before the last date of withdrawal, the fee deposited by him / her shall be refunded after deducting Rs.1000/-(One thousand only).

The refund shall be made in the name of the student by crossed account payee cheque only and shall be mailed by Registered post to the student within one month from the last date of admission or earlier.

In case of withdrawal after the last date of withdrawal but before the last date of admissions, the fee deposited will be refunded if the vacated seat has been filled before the last date of admissions. Refund, shall be made after deducting 1000/-(One thousand only) of processing fee.

As per the Hon'ble Supreme Court and / or the competent authority, no admissions can be made by the University to fill a vacancy that may arise after the last date of admission. Therefore, incase of withdrawal after the last date of admission, it will be classified a mid course withdrawal, as the seat so vacated will continue to remain unfilled for the balance years of the degree. In view thereof, incase of any mid-course withdrawal, no fee, by whatsoever name called is refundable under any circumstances.

14. MID COURSE WITHDRAWALS

Since no mid-course admissions can be made by the University to fill a vacancy caused by a mid-course withdrawal, No objection certificate or Migration/ Transfer Certificate for a mid-course withdrawal shall only be given by the University to a student after he/she has deposited the balance years fees and any other dues outstanding to the University as per affidavit submitted at the time of admission.

15. ZERO TOLERANCE POLICY

Ragging, its abetment, eve-teasing and / or any kind of mental or physical harassment, either directly or indirectly, of any student(s) by whatsoever name called which may hurt the sensibilities or self esteem of a student(s), inside or outside the University and/or its hostel(s) / mess, cafeteria is strictly prohibited by law and as held by the Hon'ble Supreme Court of India vide its order dated 08/05/2009 in the case titled "University of Kerala Vs Council, Principal's College Kerala & others" bearing CA No. 887/2009.

Disorderly conduct whether by words spoken or written or by an act, which has the effect of teasing, treating or handling with rudeness any other student(s), indulging in rowdy or indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or junior student(s) or asking the student(s) to do any act or perform something, which such student(s) will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student shall constitute an act of ragging.

Association, active or passive, with any unlawful organization including holding and/or participating in demonstrations, inciting violence, displaying notices or circulating handbills in the University and/or its hostel (s)/mess strictly prohibited.

Smoking, consumption of alcohol, drugs or any other intoxicant by whatsoever name called within the University premises and/or its hostel (s)/mess is strictly prohibited by law.

Any student carrying a fire arm or any dangerous weapon in and around the University premises and/or its hostels shall be suspended forthwith and expelled from the University.

Use of cellular/satellite telephones and/or pagers within the University premises is strictly prohibited.

Besides police/legal action, a student found indulging in any such activity(s) shall be expelled from the University. In case of expulsion from the University, under such circumstances, the student's tuition, development and /or any other fee paid by him/her shall be forfeited.

16. HELP DESK

The process of admission will be kept transparent. In order to provide information regarding all aspects of admission process during admission, the University may nominate an executive for the Help Desk to answer all telephonic/ E-mail queries from the applicants.

17. LIMITED LIABILITY

All admissions made by the Admission Committee are provisional and subject to confirmation by the Chancellor of the University. If the admission of any candidate(s) is not confirmed by the Chancellor of the University, for any reason whatsoever, the liability of the University will be limited only to the refund of full fees paid by the candidate(s) and that there shall be no further consequent liability on the University and / or any of its employee(s).

18. JURISDICTION

Disputes, if any, arising out of this Admission Policy & Selection Procedure shall be the subject matter of Gurgaon court only.

19. AMENDMENTS

The Ordinance and the Admission Policy & Selection Procedure, as above, may be reviewed and amended from time to time subject to the approval of the prescribed authority.

ANNEXURE 1 TO ORDINANCE 1

	SCHOOL OF ENGINEERING & TECHNOLOGY	MINIMUM ELIGIBILITY CRITERIA FOR VARIOUS PROGRAMMES	SELECTION CRITERIA
A	B.Tech Programmes	<p>To be eligible for admission to the first year of any of the School of Engineering Undergraduate Course of the University w.e.f. academic session 2010-11, a candidate <u>must</u> fulfill the following minimum eligibility criteria. Should have passed the 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board in Science stream with an overall aggregate of 60%. Additionally, the applicant should have secured not less than 60% marks in each of the subjects given hereunder, with a pass in Chemistry:</p> <p>(1) MATHEMATICS (2) PHYSICS (3) ENGLISH</p> <p>Additionally, the candidate should have appeared and secured a valid Rank in AIEEE/ITM University Entrance Test or Other Entrance Test as specified in APSP - 20XX in the year of admission.</p> <p>AGE LIMIT: The applicant must not be more than 21 years of age as on 31ST December in the year of admission.</p>	<p>The selection to all B.Tech programmes will be on merit, based on AIEEE rank. In absence of a credible entrance examination, ITM University Entrance Test as specified in APSP - 20XX of the year of admission may be considered. The admission may be done through online display of merit cum admission lists / Physical counseling on merit as necessary and as specified by the APSP - 20XX. For NRIs the admission will be based on basis of the qualifying examination. Detailed selection and enrollment procedure will be published with the admission notice in APSP - 20XX before commencement of admission every year.</p>
B	M.TECH. Computer Science & Engineering (M. Tech CSE) & M.TECH. Software Engineering (M. Tech. SE)	He/she should have passed B.E./B.Tech. in CSE/ CE/ IT/ ECE/ EI/ EE or MCA or M.Sc. (CS, IT, Electronics, Software Engineering, Maths, Statistics, Physics.), with minimum 55% marks in aggregate or equivalent	Candidates with a valid GATE score in the respective branches of engineering will be given preference as opposed to NON-GATE candidates. Wherever GATE score is not available, the admission to M.Tech programme will be made on merit in the qualifying examination.
	M.TECH. Electronics & Communication Engineering (ECE)	He/she should have passed B.E. /B.Tech. in Electronics /Instrumentation/ Electronics and Communication / Electronics & Telecommunication/ Electrical & Electronics/ Electronics Instrumentation & Control / Instrumentation & Control /Control Engineering/ Mechatronics/ Biomedical/ M.Sc. (Physics) with a minimum of 55% marks in the aggregate.	
	M.TECH. Mechatronics & Automation	He/ She should have passed B.E., B. Tech or equivalent in Mechanical/ Automobile/ Production/ Manufacturing/ Mechanical and Automation, Chemical/ Electrical/ Electrical and Electronics/ Electronics/ Electronics & Communication, Electronics and Instrumentation, Instrumentation/ Instrumentation & Control/ Computer Science/ Information Technology with minimum 55% aggregate marks or M. Sc. or equivalent in Physics, Electronics, Applied Mathematics, Computers with minimum 55% aggregated marks.	
	M.TECH. Environment Management & Energy Audit	He/ She should have passed B.E., B. Tech or equivalent in Mechanical/ Automobile/ Production/ Manufacturing/ Mechanical and Automation/Chemical/ Electrical/ Electronics/ Electronics & Communication/ Electronics & Instrumentation/ Communication Engg./ Computer Science/ Information Technology with minimum 55% aggregate marks or M. Sc. Physics/ Chemistry/ Electronics/ Computers with minimum 55% aggregate marks.	

	SCHOOL OF MANAGEMENT	MINIMUM ELIGIBILITY CRITERIA FOR MBA / BBA PROGRAMME	SELECTION CRITERIA
C	BACHELOR OF BUSINESS ADMINISTRATION (BBA)	<p>To be eligible for admission to the BBA offered by the School of Management of the University, a candidate <u>must</u> fulfill the following minimum eligibility criteria. (I) should have passed the 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of 55%.</p> <p>AGE LIMIT: The applicant must not be more than 21 years of age as on 31ST December in the year of admission.</p>	<p><i>Admission shall be made on the basis of merit determined on the basis of marks or grade obtained in the qualifying examination, entrance test, achievements in co-curricular, extra curricular activities and interview.</i></p> <p><i>Weightage for each component will be specified in the APSP - 20XX on year to year basis. (Also refer to Ordinance 11 (c))</i></p>
D	MASTER OF BUSINESS ADMINISTRATION (MBA)	<p>To be eligible for admission to the MBA course offered by School of Management of the University, a candidate <u>must</u> fulfill the following <u>minimum eligibility criteria</u>.</p> <p>He / She should have passed Bachelor's Degree or equivalent in English medium with at least 50% marks in aggregate or equivalent CGPA from any Indian University incorporated by an Act of the Central or State legislature in India or from an institution declared to be deemed as a University under section 3 of the UGC Act, 1956, or from a foreign University recognized by the competent authority in the country where it is registered. The Bachelor's Degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent.</p> <p>Every candidate (except Kashmiri migrant or Child / ward of NRI) will need to appear in any of the following entrance test: CAT/ XAT/ GMAT/ MAT/ ATMA or any other common entrance test conducted by Central/State Govt. and/or the University.</p>	<p><i>Admission will be based on merit decided in the entrance examination, CAT/ XAT/ GMAT/ MAT/ ATMA, group discussion, personal interview and work experience (except children / wards of NRI / Kashmiri Migrants / Foreign Nationals who will be admitted on the basis of qualifying examination or equivalent) as specified in the APSP - 20XX.. The weightage as decided for each component, will be notified in the APSP - 20XX before start of admissions.</i></p>

	SCHOOL OF LAW	MINIMUM ELIGIBILITY CRITERIA FOR BBA-LLB (Hons.) & LLM PROGRAMME	SELECTION CRITERIA
E	BBA-LLB (HONS.)	<p>To be eligible for admission to the first year BBA-LLB (HONS.) five year integrated course of the School of LAW of the University, a candidate <u>must</u> fulfill the following minimum eligibility criteria.</p> <p>He/She should have passed the 10+2 (English Medium) examination conducted by Central Board of Secondary Education (CBSE) or equivalent examination from a recognized board in any stream with an overall aggregate of 50%.</p> <p>Additionally he/she should have appeared for CLAT or any other entrance test conducted by State/ Central Government/ the University.</p> <p>AGE LIMIT: The applicant must not be more than 21 years of age as on 31ST December in the year of admission.</p>	<p><i>Admission shall be made on the basis of the inter-se-merit of Common Law Admission Test (CLAT) or any other common entrance test conducted by Central/State Govt. and/or the University (except children / wards of NRI / Kashmiri Migrants / Foreign Nationals who will be admitted on the basis of merit in Class XII or equivalent) or as specified in the APSP - 20XX..</i></p>
F	MASTER OF LAW (LLM)	<p>To be eligible for admission to the LLM of the School of LAW of the University, a candidate <u>must</u> fulfill the minimum eligibility criteria.</p> <p>Minimum Eligibility : The applicant(s) should have passed the LLB Degree examination conducted by any University recognized by UGC.</p>	<p><i>Candidate with valid score in any entrance test, conducted by Central/ State Government/the University will be given preference. Wherever entrance test scores are not available, admission shall be made on the basis of merit determined on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular an extra curricular activities/ interview. The weightage as decided for each component, will be notified in the APSP - 20XX before start of admissions.</i></p>

	SCHOOL OF BASIC SCIENCE	MINIMUM ELIGIBILITY CRITERIA FOR M.SC. (PHYSICS) & M.SC. (ENV. SC.)	SELECTION CRITERIA
G	M.Sc. (Physics/ Mathematics)	The applicant(s) should have passed the B.Sc (Hons) / B.Sc. with Physics/Maths as a major subject, from a recognized University with not less than 55% marks or equivalent in aggregate. The candidate should have studied in English Medium at the graduate level.	Admission shall be made on the basis of merit determined on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra curricular activities/ interview. The weightage as decided for each component, will be notified in the APSP - 20XX before start of admissions.
H	M.Sc. Environmental Science	The applicant(s) should have passed B.Sc. (Hons.)/B.Sc. or M.B.B.S. or BE/B.Tech. or equivalent with a minimum of 55% marks or equivalent. The candidate should have studied in English Medium at the graduate level.	Admission shall be made on the basis of merit determined on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular, extra curricular activities. The weightage as decided for each component, will be notified in the APSP - 20XX before start of admissions.

	SCHOOL OF HUMANITIES	MINIMUM ELIGIBILITY CRITERIA FOR MA(ENGLISH)	SELECTION CRITERIA
I	M.A.(ENGLISH)	To be eligible for admission to the first year of any of the Postgraduate Courses offered by the University, a candidate <u>must</u> be an Indian National and must fulfill the following <u>minimum eligibility criteria</u> . The applicant(s) should have <u>done</u> the graduation in any subject or B.A.(Hons) English with <u>not less than 50% marks in aggregate</u> from a recognized University	Admission shall be made on the basis of merit determined on the basis of marks or grade obtained in the qualifying examination and achievements in co-curricular and extra curricular activities/ interview. The weightage as decided for each component, will be notified in the APSP - 20XX before start of admissions.
Notes:			
1	For being eligible for admission to the University an applicant must be an Indian National or NRI as defined in Sec. 4 of the Ordinance 1.		
2	A student from a University/ board NOT recognized by CBSE/ AICTE/ UGC/ AIU/ MHRD or any other statutory body of Government of India shall not be eligible for admission.		
3	Rounding of marks or percentage will not be permitted while deciding eligibility or merit.		
4	Detailed of eligibility conditions, selection procedure including counseling/ sliding/ Physical counseling procedure and enrollment method and publishing of the results etc. will be given in the APSP - 20XX for admission every year.		
5	Weightage for each component for selection criteria will be specified in the APSP - 20XX along with the admission notice.		
6	Admission to Ph. D Programme in all Schools will be made as per the separate Ordinance (Ordinance 11 (c))		
7	Eligibility selection criteria and other admission rules/guidelines may change from year to year and will be specified on yearly basis in the APSP - 20XX after due approvals from the prescribed authority of the University consistent with University Act.		

ORDINANCE 2**DETAILS OF COURSES OF STUDY
UNDER VARIOUS PROGRAMMES**

1. With the grant of University status, ITM University has the *academic freedom to design its own syllabi in line with the current Scientific/ technological/Managerial/ Legal developments and needs of the prospective employers*. The objective is to provide *quality education* to our students and lay a *strong foundation for them to become successful Engineers, Managers, Lawyers, Scientists, Researchers etc.* as well law abiding responsible professionals with concern for environment, energy conservation and ethics. The *curriculum is customized to our specific requirements and compares with the best available anywhere* and follows the *well established successful teaching practices*.
2. ITM University will offer the following courses of studies programme for the different Degrees, Diplomas and Certificates under various Schools:

I. SCHOOL OF ENGINEERING & TECHNOLOGY**a. Department of Electrical, Electronics & Communication Engg.:**

- (i) Bachelor of Technology (Electronics & Communication Engineering)
- (ii) Bachelor of Technology (Electrical & Electronics Engineering)
- (iii) Master of Technology (Electronics & Communication Engineering)
- (iv) Doctor of Philosophy (Ph. D.)

b. Department of Mechanical Engineering

- (i) Bachelor of Technology (Mechanical Engineering)
- (ii) Master of Technology (Mechatronics & Automation)
- (iii) Master of Technology (Environment Management & Energy Audit)
- (iv) Doctor of Philosophy (Ph. D.)

c. Department of Computer Science & Engineering

- (i) Bachelor of Technology (Computer Science & Engineering)
- (ii) Master of Technology (Computer Science & Engineering)
- (iii) Doctor of Philosophy (Ph. D.)

d. Department of Information Technology

- (i) Bachelor of Technology (Information Technology)
- (ii) Master of Technology (Software Engineering)
- (iii) Doctor of Philosophy (Ph. D.)

e. Department of Civil Engineering

- (i) Bachelor of Technology (Civil Engineering)

II. SCHOOL OF MANAGEMENT

- (i) Bachelor of Business Administration (BBA)
- (ii) Master of Business Administration (MBA)
- (iii) Doctor of Philosophy (Ph. D.)

III. SCHOOL OF LAW

- (i) Bachelor of Business Administration-Bachelor of Law (BBA-LLB) (Hons.)
- (ii) Master of Law (LLM)
- (iii) Doctor of Philosophy (Ph. D.)

IV. SCHOOL OF BASIC SCIENCES

- a. Department of Mathematics**
 - (i) Doctor of Philosophy (Ph. D.)
- b. Department of Physics**
 - (i) Doctor of Philosophy (Ph. D.)
- c. Department of Environmental Science**
 - (i) Doctor of Philosophy (Ph. D.)

V. SCHOOL OF HUMANITIES

- a. Department of English**
 - (i) Doctor of Philosophy (Ph. D.)

3. Some salient features of the Courses of Study are as follow:

- i) Courses of Study document gives overview of various compulsory, electives & others along with other academic requirements for the programmes.
- ii) In the first part, it gives the "Credit Details" of the Programme, followed by semester/trimester wise course detail/Scheme of Studies.
- iii) This Section does not contain details regarding Bachelor of Business Administration (BBA) and Doctor of Philosophy (Ph. D.), since the same has been attached as separate sections in the Ordinance 11 (b) & 11 (c).
- iv) New Schools / Programmes may be introduced from time to time keeping in view the emerging areas consistent with the stipulations of the relevant authorities / bodies and the Haryana Private Universities Act.
- v) The credit details and scheme of the programmes proposed by the University may be changed from time to time by concerned Board of Studies (BOS) through due approval from Academic Council and other competent Authority.

DEPARTMENT OF ELECTRICAL, ELECTRONICS & COMMUNICATION ENGINEERING

The Department has earned a formidable reputation of providing an impeccable quality of education since 1996. The department provides adequate opportunities for students and researchers to learn and innovate and constantly modernizes the infrastructure and lab facilities through ITMU as well as Industries. The Department has distinguished faculty, most of them holding Master of Technology (M. Tech.) / Doctor of Philosophy (Ph. D.) degrees from renowned institutes in India and abroad.

Courses Offered by the Department

1. *Bachelor of Technology in Electronics and Communication Engineering*
2. *Bachelor of Technology in Electrical and Electronics Engineering*
3. *Master of Technology in Electronics and Communication Engineering*
4. *Ph. D.*

The department has designed a new scheme both for Bachelor of Technology (B. Tech.) and Master of Technology (M. Tech.) Some of its salient features are as follows:

- (a) Syllabus designed is in line with the best available schemes and is comparable with IITs, NITs and Foreign Universities.
- (b) The course reviewed by experts from academics in IITs & leading Industries and the comments incorporated.
- (c) Emphasis on numerical problems, case studies and analysis of real time situations
- (d) Value Added courses on IT, Personality development Programme (PDP), Communication skills & General Knowledge are made as integral part of the syllabus
- (e) Special courses on management relevant to engineers
- (f) Courses on specialized software & simulation packages in Telecom and IT sectors.
- (g) Wide range of electives from emerging industrial trends in Technology
- (h) Students are given freedom to choose the subject of interdisciplinary nature of their own interest in final year from among the subjects offered in ongoing semester by other departments.
- (i) Practical orientation from beginning with introduction of project work in first summer vacations and industrial training in subsequent vacations.
- (j) Flexibility of adding new topics and technology enhancement in every subject any time.
- (k) Upgradation of existing labs and introduction of new labs.
- (l) Syllabus to be reviewed after every four years.

These courses have been approved by the Board of Studies of the Department and Academic Council of the University with following course credits and scheme of studies.

**Bachelor of Technology in Electronics and Communication Engineering
Course & Credit Structure**

The Overall credits structure

Under Graduate Core (UC)		Under Graduate Elective (UE)	
Category	Credits	Category	Credits
BS	21	DS	8
HU	12.5	HM	4
EAS	17.5	OC	4
DC	13.5		
TOTAL	201		17

ECD405	Major Project (A)	0-0-4	2
ECD406	Major Project (B)	0-0-8	4
EEC408	Seminar	0-1-0	1
ECT106	In House Training for Minor Project		4
ECT208	Industrial Training		4
ECT314	Industrial Training		4

130

Programme Code: EC1

Department Elective (DE)

Basic sciences (BS) Core

ASL121	Physics-I	3-1-2	5
ASL101	Mathematics - I	3-1-0	4
ASL150	Applied Chemistry	2-0-2	3
ASL102	Mathematics-II	3-1-0	4
ASL203	Applied Mathematics	4-1-0	5
ASV140	Environmental Studies	3-0-0	0

21

Humanities and Social Science (HU) Core

HML101	Effective Communication	2-2-0	4
HML102	Business Communication	1-2-0	3
HMV104	Learning through Literature	1-0-0	0
HML203	Language Skills	1-1-0	2
HMV202	Interactive Communication	0-1-0	0
HMP100	Language Lab	0-0-1	0.5
HML311	Entrepreneurship	3-0-0	3

12.5

Engineering Arts and Science (EAS) Core

CSL101	Basic of Computer & C Prog	2-0-2	3
CSL110	Elementary Data Structures	2-0-0	2
MEL102	Introduction to of Mech & Prod Eng	3-1-2	5
MEP150	Workshop Practices	0-0-4	2
MEP160	Engineering Drawing	1-0-3	2.5
CSL 214	Data base management System	2-0-2	3

17.5

Department Core (DC)

ECL101	Electrical & Electro.Engg -I	3-1-2	5
ECL102	Electrical & Electro Engg-II	3-1-2	5
ECL104	Fields and Waves	2-2-0	4
ECL201	Electrical & Electro Eng- III	3-1-2	5
ECL203	Analog Electronics	3-1-2	5
EIL210	Instrumentation & Measurement	3-0-2	4
ECL202	Analog Communications Systems	3-1-2	5
ECL204	Digital Electronics	3-1-2	5
ECL206	Signal and system	3-1-0	4
EIL202	Linear Control Systems	3-1-2	5
ECL301	Antenna and wave Propagation	3-1-2	5
ECL303	Digital Communication System	3-1-2	5
ECL340	Introduction to V.L.S.I	3-0-2	4
ECL305	Integrated Circuits & Appl	3-1-2	5
ECL330	Microprocessor & applications	3-1-2	5
ECL350	Digital Signal Processing	3-1-2	5
ECL304	Digital System Design	3-1-2	5
sECL302	Data Comm. & Networks	3-0-2	4
ECL320	Embedded System Design	3-1-2	5
ECL401	Wireless & Mobile Comm	3-1-0	4
ECL404	Optical Communications	3-1-2	5
ECL402	Advanced RF Systems	3-1-2	5
ECL403	Microwave Eng	3-1-2	5
ECR408	General Proficiency	0-1-0	1

ECL306	Information Theory & Coding	3-0-0	3
ECL308	Nanotechnology	3-0-0	3
ECL312	Laser Technology	3-0-0	3
ECL409	Advanced DSP	3-0-0	3
ECL410	Artificial Neural Networks	3-0-0	3
ECL411	MEMS & Microsystems Tech.	3-0-0	3
ECL412	CDMA Systems	3-0-0	3
ECL413	Telecom Switching	3-0-0	3
ECL414	Artificial Intel & expert Sys.	3-0-0	3
ECL415	Fuzzy Sets and applications	3-0-0	3
ECL416	Image processing	3-0-0	3
ECL417	Reliability Engineering	3-0-0	3
ECL418	Mobile Computing	3-0-0	3
ECL422	Genetic Algorithm	3-0-0	3
ECL424	System Modeling	3-0-0	3
ECL426	Consumer electronics	3-0-0	3
EIL306	Power Electronics	3-0-0	3
EIL411	Optimization Techniques	3-0-0	3
EIL308	Biomedical Instrumentation	3-0-0	3
ECL430	Selected Topics	3-0-0	3
ECL440	Random Processes in estimation & Control	3-0-0	3
ECL450	System Identification and Parameter Estimation	3-0-0	3

9

Humanities & Management (HM) Electives

HML212	Fund. of Management	2-0-0	2
HML214	Business Management	2-0-0	2
HML313	Managerial Economics	2-0-0	2
HML312	Basic of Marketing mangmt.	2-0-0	2
HML314	Human Resource mangmt	2-0-0	2
HML310	Financial Management	2-0-0	2

4

Open Courses (OC)

ECL110	Basics of Electrical & Electronics Engineering	3-1-2	5
ECL310	Principles of Communication	2-1-0	3
ECL410	Artificial Neural Networks	3-0-0	3
ECL340	Introduction to VLSI	3-0-0	3
ECL330	Microprocessor & its Apps.	3-1-2	5
ECL415	Fuzzy Sets and applications	3-0-0	3
ECL422	Genetic Algorithm	3-0-0	3
ECL424	System Modeling	3-0-0	3
ECL417	Reliability Engineering	3-0-0	3
ECL426	Consumer Electronics	3-0-0	3

Bachelor of Technology in Electronics and Communication Engineering Scheme of studies

Sem	Course Code Course Name (L-T-P)C								Modular Courses		GK	Lecture Courses	L	T	P	Weekly Contact	Credits
I	HML101 Effective Comm. (2-2-0)4	ASL121 Phy-I (3-1-2)5	ASL101 Maths-I (3-1-0)4	ECL101 Electr. & Electr. Engg-I (3-1-2)5	CSL101. Basic of Comp & 'C' Prog. (2-0-2)3	ASL150 Applied Chem. (2-0-2)3	MEP160 Engg. Drawing (1-0-3)2.5		EEV 101 PDP	EEV 105 Basic Comp. Skills	EEV 103 GK	5	16	5	11	32	26.5
II	HML102 Busniess Comm. (1-2-0)3	ECL102 Electr. & Electr. En gg-II (3-1-2)5	ASL102 Maths-II (3-1-0)4	CSL110 Elem. Data Struct. (2-0-0)2	ECL104 Field & Waves (2-2-0)4	MEL102 Intro. to Mech. & Prod. (3-1-2)5	MEP150 Worksho p Practices (0-0-4)2	HMV 104 Learning thru Litera. (1-0-0)0	HMP 100 Lang lab (0-0- 1).5	EEV102 Conv. Skills	EEV 104 GK	6	15	7	9	31	25.5
ECT106: In House Training for Minor Projects																	04
III	ECL201 Electr. & Electr. En gg-III (3-1-2)5	ECL203 Analog Elec. (3-1-2)5	EIL210 Inst. & Measu. (3-0-2)4	HML203 Language Skills (1-1-0)2	ASL203 Applied Maths (4-1-0)5	ASV140 Envir. Stds. (3-0-0)			EEV201 Operating Systems	EEV203 GK		5	17	4	6	27	21
IV	ECL202 Analog Comm. Sys (3-1-2)5	ECL204 Digital Elec (3-1-2)5	ECL206 Sig. Sys. (3-1-0)4	EIL202 Linear Control Systems (3-1-2)5	CSL 214 DBMS (2-0-2)3	HMV202 Interacti ve Comm. (0-1-0)0			EEV202 Adv. C/C++	EEV204 GK		5	14	5	8	27	22
ECT203: Industrial Training																	04
V	ECL301 Ant. & Wav. Propp. (3-1-2)5	ECL303 Digital. Comm. Sys. (3-1-2)5	ECL305 Intg. Ckts. & Appl. (3-1-2)5	ECL330 Micro. & its Appl. (3-1-2)5	HML311 Entrepreneu r (3-0-0)3	ECD307 Minor Project QE			EEV301 Pers. Dev. Prog.	EEV303 GK		5	15	4	8	27	23
VI	ECL302 Data comm. & Net. (3-0-2)4	ECL304 Digital Sys Dsgn (3-1-2)5	ECL340 Introduct ion to VLSI (3-0-2)4	ECL350 DSP (3-1-2)5	DE -1 (3-0-0)3	HM -1 (2-0-0)2			EEV302 Special Soft. Package	EEV304 GK		6	17	2	8	27	23
ECT314: Industrial Training																	04
VII	ECL320 Embed Sys Dsn (3-1-2)5	ECL401 Wir. & Mob. Comm. (3-1-0)4	ECL403 Microw. Engg. (3-1-2)5	ECD405 Major Project(A) (0-0-4)2	DE - 2 (3-0-0)3	HM - 2 (2-0-0)2	ECC407 Seminar (0-1-0)1					5	14	4	8	26	22
VIII	ECL402 Adv. RF Sys. (3-1-2)5	ECL404 Opt. Comm. (3-1-2)5	DE - 3 (3-0-0)3	OC - 1 (3-0-0)3	ECD406 Major Project(B) (0-0-8)4	ECR403 Gen. Prof. (0-1-0)1						4	12	3	12	27	21

Total Credits

196

Bachelor of Technology in Electrical & Electronics Engineering Course & Credit Structure

Programme Code: EC2

The Overall credits structure

Under Graduate Compulsory (UC)		Under Graduate Elective (UE)	
Category	Credits	Category	Credits
BS	21	DE	9
HU	14.5	OC	6
EAS	12.5	HM	4
DC	134		
TOTAL	201		19

ASL101	Mathematics - I	3-1-0	4
ASL102	Mathematics-II	3-1-0	4
ASL121	Physics-I	3-1-2	5
ASL203	Applied Maths	4-1-0	5
ASL150	Applied Chemistry	2-0-2	3
ASV140	Environmental Studies	3-0-0	0
			21
Humanities and Social Science (HU) Core			
HML101	Effective Communication	2-2-0	4
HML102	Business Communication	1-2-0	3
HMV104	Learning through Lit	1-0-0	0
HMV202	Interactive Comm.	0-1-0	0
HMP100	Language Lab	0-0-1	0.5
HML311	Entrepreneur	3-0-0	3
HML203	Language Skills	1-1-0	2
			12.5
Engineering Arts and Science (EAS) Core			
CSL101	Basic of Computer & C Prog	2-0-2	3
CSL110	Elementary Data Structures	2-0-0	2
MEL102	Introduction to of Mech & Prod Engg	3-1-2	5
MEP150	Workshop Practices	0-0-4	2
MEP160	Engineering Drawing	1-0-3	2.5
			14.5
Department Core (DC)			
EEL101	Basic of Elect Engg	3-1-2	5
EEL102	Material Science & Electronics	3-1-2	5
EEL201	Network Theory	3-1-2	5
EEL203	Analog Electronics	3-1-2	5
EEL203	EMT	3-1-0	4
EEL205	Electrical Machine-I	3-1-2	5
EEL204	Digital Electronics	3-1-2	5
EEL206	Signal & System	3-1-0	4
EEL202	Electrical Machine-II	3-1-2	5
EEL204	Power Electronics	3-1-2	5
EEL206	Measurement & Instrument	3-0-2	4
EEL301	Control system-I	3-1-2	5
EEL303	Power System-I	3-1-2	5
EEL306	Power System-II	3-1-2	5
EEL310	Principles of communication	2-1-0	3
EEL305	Integrated ckt. & Appl	3-1-2	5
EEL403	Power System Protection, Switchgear	3-0-2	4
EEL304	Digital System Design	3-1-2	5
EEL304	Control Systems-II	3-0-0	3
EEL330	Microprocessor. & its App.	3-1-2	5
EEL320	Embedded Sys. Design	3-1-2	5
EEL350	DSP	3-1-2	5
EEL302	Power Station Engg.	3-0-0	3
EEL340	Electrical drives	3-1-2	5
EEL340	Intro to VLSI	3-0-2	4
EED401	Major Project(A)	0-0-4	2
EED406	Major Project(B)	0-0-8	4
EER408	Gen.Prof	0-1-0	1
EEC408	Seminar	0-1-0	1
EET208	Industrial Training		4
EET314	Industrial Training		4
EET106	InHouse Training Minor proj		4
			134

Basic sciences (BS) Core

Department Electives(DE)

EEL405	Adaptive Control	3-0-0	3
EEL407	Random Var & Stochastic Proc.	3-0-0	3
EEL414	AI and Expert System	3-0-0	3
EEL411	Optimization techniques	3-0-0	3
EEL308	Nano Technology	3-0-0	3

EEL370	Microwave Engg. Basic RF sys.	3-0-0	3
EEL416	Image processing	3-0-0	3
EEL401	Power System operation & ctrl	3-0-0	3
EEL404	Reliability Engineering & its applic to power system	3-0-0	3
EEL422	Genetic Algorithm	3-0-0	3
EEL430	Modeling & Simulation of m/c	3-0-0	3
EEL411	MEMS & Microsystems Tech	3-0-0	3
EEL409	Advanced DSP	3-0-0	3
EEL308	Biomedical instrumentation	3-0-0	3
EEL312	Laser Technology	3-0-0	3
EEL460	Non conventional Energy source	3-0-0	3
EEL405	High Voltage Engg.	3-0-0	3
MEL427	Mechatronic Systems	3-0-0	3
EEL417	Power Quality	3-0-0	3
EEL418	DSP based control of electric drives	3-0-0	3
EEL419	FACTS	3-0-0	3
EEL420	Demand Side Management	3-0-0	3
EEL421	Industrial Electronics	3-0-0	3
EEL490	Robotics and Automation	3-0-0	3
EEL422	Advanced Power Electronics	3-0-0	3
EEL450	Power Plant Instrumentation	3-0-0	3
EEL470	Substation Design	3-0-0	3
EEL407	HVDC	3-0-0	3
EEL423	Power System Planning & mgmt	3-0-0	3
EEL424	EHV AC Transmission	3-0-0	3
EEL425	Distribution sys planning & auto	3-0-0	3
EEL440	Random Processes in estimation & Control	3-0-0	3
EEL450	System Identification and Parameter Estimation	3-0-0	3
EEL426	Load forecasting & load mgmt	3-0-0	3
			9
Open Courses (OC)			
EEL102	Material Science & Electronics	3-1-2	5
EEL101	Basic of Elect Engg	3-1-2	5
EEL210	Measurement & Instrument	3-0-2	4
EEL403	Power Station Engg.	3-1-0	4
EEL460	Non conventional Energy sys	3-0-0	3
			06

Humanities & Management (HM) Electives

HML212	Fundamentals of Manag.	3-1-2	5
HML214	Business Management	3-1-2	5
HML313	Managerial Economics	3-0-2	4
HML312	Marketing Management	3-1-0	4
HML314	Human Resource Manag	3-0-0	3
HML310	Financial Management	3-0-0	3
			04

Bachelor of Technology in Electrical & Electronics Engineering Scheme of Studies

Sem	Course Code Course Name (L-T-PJC)								Modular Courses	G.K.	Lecture Courses	L	T	P	Weekly Contact	Credits
I	HML101 Effective Comm. (2-2-0)4	ASL121 Phy-I (3-1-2)5	ASL101 Maths-I (3-1-0)4	EEL101 Basic Electrical Engg (3-1-2)5	CSL101 Basic of Comp & C Prog. (2-0-2)3		MEP160 Engg. Drawing (1-0-3) 2.5	HMP100 Lang lab (0-0-1)0.5	EEV101 PDF & Basic Comp. Skills	EEV103 GK	5	14	5	10	29	24
II	HML102 Business Comm. (1-2-0)3	EEL102 Material Science & Electronic s (3-1-2)5	ASL102 Maths-II (3-1-0)4	CSL110 Elem. Data Struct. (2-0-0)2	ASL150 Applied Chem. (2-0-2)3	MEL102 Intro. to Mech. & Prod. (3-1-2)5	MEP150 Workshop Practices (0-0-4)2	HMV104 Learning thru Litera. (1-0-0)0	EEV102 Conv. Skills	EEV104 GK	5	15	5	10	30	24
EET106: In House Training for Minor Projects																04
III	EEL201 Network Theory (3-1-2)5	EEL203 Analog elec (3-1-2)5	EEL203 EMT (3-1-0)4	EEL205 Electrical Machines -I (3-1-2)5	ASL203 Applied Maths (4-1-0)5		HML203 Language Skills (1-0-0)1		EEV201 Operating Systems	EEV203 GK	5	17	5	6	28	25
IV	EEL204 Digital Elec (3-1-2)5	EEL206 Sig. & System. (3-1-0)4	EEL206 Electrical Machines II (3-1-2)5	EEL204 Power Elec. (3-1-2)5	EEL202 Measureme nt. & Instrumentat ion (3-0-2)4		HMR202 Interactive Comm. (0-1-0)1		EEV202 Adv. C/C++	EEV204 GK	5	15	5	8	28	24
EET206: Industrial Training																04
V	EEL301 Control Sys-I (3-1-2)5	EEL303 Power Sys-I (3-1-2)5	EEL310 Principle of Communi cation (2-1-0)3	EEL305 Integ. Ckt & app. (3-1-2)5	HML311 Entrepreneu r (3-0-0)3	EED305 Minor Project (0-0-0)QE		ASV 140 Envir Sids. (3-0- 0)	EEV301 Pers. Dev. Prog.	EEV303 GK	6	17	4	4	27	21
VI	EEL304 Digital Sys Dsgn (3-1-2)5	EEL340 Electrical drives (3-1-2)5	EEL306 PS- II (3-1-2)5	EEL304 Control sys-II (3-0-0)3	EEL330 Micropr. & its Appl. (3-1-2)5	HM -1: (2-0-0)2			EEV302 OrCAD/ MATLAB	EEV304 GK	5	17	3	8	29	25
EET314: Industrial Training																04
VII	EEL320 Embedde d sys design (3-1-2)5	EEL350 DSP (3-1-2)5	OC - 1 (3-0-0)3	EEL302 Power station Engg (3-0-0)3	DE -1 (3-0-0)3	HM - 2 (2-0-0)2	EED401 Major Project(A) (0-0-4)2		EEV401 LabVIEW/ QualNet		5	17	3	8	27	23
VIII	EEL403 PSPS (3-0-2)4	EEL340 Intro to VLSI (3-0-2)4	DE - 2 (3-0-0)3	DE - 3 (3-0-0)3	OC - 2 (3-0-0)3	EED406 Major Project(B) (0-0-8)4	EER408 Gen. Prof. (0-1-0)1	EEC 408 Semi nar (0-1- 0)1			5	15	1	12	29	23

Total Credits 201

Master of Technology in Electronics & Communication Course & Credit Structure

The overall Credit structure

Programme Code: EC5

Category	PC	PE	OC	Total
Credits	58	9	3	70

Programme Core (PC)

ECD605	Dissertation (Phase I)	0-0-6	3
ECD602	Dissertation (Phase II)	0-0-24	12
ECT607	Summer/Industrial Training 6 weeks	1	
ECD512	Minor project	0-0-4	2
ECC509	Seminar	0-0-2	1
ECL501	Advanced Digital Signal Processing	3-0-2	4
ECL502	Digital Image Processing	3-0-2	4
ECL503	Advanced Microprocessors and Microcontrollers	3-0-2	4
ECL504	Modern Telecom Switching systems	3-0-2	4
ECL505	Advanced Digital Communication	3-0-2	4
ECL506	Microelectronics & VLSI design	3-0-2	4
ECL507	Advanced Optical Communication	3-0-2	4
ECL508	Wireless Mobile Communication	3-0-2	4
ECL601	Computer Communication	3-0-2	4
ECL603	Artificial Intelligence	3-0-0	3
Total PC		30-0-54	58

Programme Elective (PE)

ECL511	Reliability Engineering	3-0-0	3
ECL513	MEMS	3-0-0	3
ECL515	Simulation and Modeling	3-0-0	3
ECL517	Information Theory and Coding	3-0-0	3
ECL514	Digital System Design	3-0-0	3
ECL516	Special Topics in communication Engg.	3-0-0	3
ECL518	Cryptography and Network Security	3-0-0	3
ECL521	Random Proc in Control Syss & Est	3-0-0	3
ECL 524	Low Power VLSI Design	3-0-0	3
ECL526	System identification	3-0-0	3

CSL412	Advanced JAVA	3-0-0	3
ECL 621	Statistical Signal Processing	3-0-0	3
ECL623	Telecom Network Management	3-0-0	3
CSL605	Real Time Systems	3-0-0	3
CSL517	Advances in operating system	3-0-0	3
CSL523	Cluster and Grid Computing	3-0-0	3
CSL631	E-Business	3-0-0	3
CSL635	Web Services	3-0-0	3

Open Course (OC)

ECL611	Mobile Computing	3-0-0	3
ECL613	Nanotechnology	3-0-0	3
ECL615	Genetic Algorithm	3-0-0	3
ECL617	Research Methodology	3-0-0	3
ECL619	Algorithms for VLSI Design Automation	3-0-0	3

M. Tech in Electronics and Communication Engineering

Scheme of Studies

Semester	Course Code Course Name						Module Course	Lecture Course	L	T	P	Week Cont. (Hrs.)	Credits
I	ECL501 Adv. Digital Signal Processing	ECL503 Adv. Microprocesso rs and Microcontrolle rs	ECL505 Adv. Digital Communicatio n	ECL507 Adv. Optical Communicatio n	Programme Elective Elective-1	ECC509 Seminar	ECV519 Personality Development Programme	5	15	00	10	25	20
II	ECL502 Digital Image Processing	ECL504 Modern Telecom switching system	ECL506 Microelectroni cs and VLSI Design	ECL508 Wireless Mobile Communicatio n	Programme Elective Elective-2	ECD512 Minor Project	ECV522 Personality Development Programme	5	15	00	12	27	21
III	ECL601 Computer Communicati on	ECL603 Artificial Intelligence	Open Course	Programme Elective Elective-3	ECD605 Dissertatio n (Phase-1)	ECT607 Summer / Industri al Training	ECV609 Special Software Package	4	12	00	5	20	17
IV	ECD602 Dissertation (Phase-2)							00	00	00	1	24	12
Total												96	70

DEPARTMENT OF MECHANICAL ENGINEERING

Mechanical Engineering is one of the major activities in engineering profession and its principles are involved in the design, study, development and construction of nearly all of the physical devices and system. Continued research and development has led to better machines and processes helping the mankind.

Mechanical Engineering Department at ITM University has several distinguished faculty members and supporting staff. The faculty is highly qualified and experienced with excellent academic records. There is a proportionate mix of academic excellence and industrial experience amongst the faculty. The faculty members are grouped under three broad specializations – Design, Manufacturing and Thermal & Fluid Engineering. The department has state of the art class rooms with air conditioning and LCD facility in each room and is supported by 22 well equipped laboratories including CFD, Mechatronics and Robotics labs.

Courses offered by the Department:

1. Bachelor of Technology in Mechanical Engineering
2. Master of Technology in Mechatronics & Automation
3. Master of Technology in Environment Management & Energy Audit
4. Ph. D.

In an atmosphere of unprecedented and fast-paced growth, intricate automation problems that can be solved only with a competent knowledge of various engineering disciplines are increasing. M. Tech. (Mechatronics and Automation) is an interdisciplinary programme that is tailored to cater to the current industrial automation needs. To train students as competent professionals to keep pace with the changes in automation needs in industry and research organizations we are introducing M. Tech. (Mechatronics and Automation) in the Mechanical Engineering Department.

We are encountering with severe problems of air, water and noise pollution these days. Energy consumption in the country is increasing exponentially. Global warming is also being discussed in various national and international forums. All efforts are being made to conserve energy and reduce pollution. We are introducing M. Tech. (Environment Management and Energy Audit) in the Mechanical Engineering Department to cater to the need of industry and research organizations which are engaged in clean technologies and energy conservation techniques. These courses have been approved by the Board of Studies of the Department and Academic Council of the University with following course credits and scheme of studies.

Bachelor of Technology in Mechanical Engineering Course & Credit Structure

Programme
Code: ME1

The overall credits structure

Category	Credits	Category	Credits
BS	26	DE	12
HMS	14.5	EA & FE	17
ES & TA	41.5	PR	8
DC	66	SPT	6
Total	148	Total	43

Total Credits = 191

Basic Sciences (BS) Core

ASL101	Mathematics - I	3-1-0	4
ASL102	Mathematics - II	3-1-0	4
ASL121	Physics - I	3-1-2	5
ASL122	Physics - II	3-1-2	5
ASL130	Engineering Chemistry	2-1-2	4
ASV140	Environmental Studies	3-0-0	NC
ASL200	Numerical Analysis	2-1-2	4

Total BS Core

26

Humanities & Management Sciences (HMS) Core

HMP100	Language Lab	0-0-1	0.5
HML101	Effective Communication	2-2-0	4
HML102	Business Communication	1-2-0	3
HML201	Professional Communication	1-2-0	3
HML212	Fundamentals of Management	2-0-0	2
HML313	Managerial Economics	2-0-0	2

Total HMS Core

14.5

Engineering Sciences & Technical Arts (ES & TA) Core

CSL100	Fund. of Comp & Programme in C	3-1-2	5
ECL110	Basics of Elect. & Electronics Engg	3-1-2	5
MEP110	Engineering Graphics and Drawing.	1-0-4	3
MEL120	Introduction to Mechanical Engg.	2-1-2	4
MEL130	Manufacturing Processes	2-0-3	3.5
MEL205	Engineering Mechanics	3-1-0	4
MEP207	Machine Drawing	0-0-4	2
MEL209	Thermodynamics	2-1-0	3
MEL210	Material Science	2-0-2	3
MEP212	Manufacturing Practice	0-0-4	2
MER216	General Proficiency	-	1

MER314 General Proficiency

2

MER418 General Proficiency

4

Total ES & TA

41.5

Departmental Core (DC)

MEL201	Casting, Welding & Forming	3-0-0	3
MEL202	Energy Conversion	3-1-2	5
MEL203	Mechanics of Solids - I	2-1-2	4
MEL204	Mechanics of Solids - II	2-1-0	3
MEL206	Kinematics of Machines	3-1-0	4

Departmental Elective I (DE I): Any one

MEL401	Computational Fluid Dynamics	3-0-0	3
MEL403	Gas Dynamics & Propulsion	3-0-0	3
MEL405	Refrigeration & Air Conditioning	3-0-0	3

Departmental Elective II (DE II): Any one

MEL407	Automobile Engineering	3-0-0	3
MEL409	Power Plant Engineering	3-0-0	3
MEL411	RAM Engineering	3-0-0	3

Departmental Elective III (DE III): Any one

MEL413	Industrial Tribology	3-0-0	3
MEL415	Material Mgt & Inventory Control	3-0-0	3
MEL417	Solar Energy Engineering	3-0-0	3

Departmental Elective IV (DE IV): Any one

AEL312	Emerging Automotive Technologies	3-0-0	3
MEL404	Design of Manufacturing & Assembly	3-0-0	3
MEL406	Engineering Design	3-0-0	3

Total DE

12

Emerging Area Elective I (EA I): Any one

HML311	Entrepreneurship	3-0-0	3
HML411	Human Values & Business Ethics	3-0-0	3
HML415	Organisational Behaviour	3-0-0	3

Emerging Area Elective II (EA II): Any one

MEL410	Control Engineering	3-0-0	3
MEL419	Flexible Manufacturing Systems	3-0-0	3
MEL420	Robotics	3-0-0	3

Emerging Area Elective III (EA III): Any one

MEL408	Modern Manufacturing Processes	3-0-0	3
MEL412	Mechatronics	3-0-0	3
MEL414	Noise & Vibration Engineering	3-0-0	3

Emerging Area Elective IV (EA IV): Any one

MEL416	Concurrent Engineering	3-0-0	3
MEL430	Computer Integrated Manufacturing system	3-0-0	3
MEL440	Non-conventional Energy Resources	3-0-0	3

Free Elective - I (Any one from Mgmt. Fields)

HML310	Financial Management	2-0-0	2
HML312	Basics of Marketing Management	2-0-0	2
HML314	Human Resource Management	2-0-0	2

Free Elective - II (from Other programmes)

3-0-0 3

id Mechanics	3-1-0	4				
namics of Machines	3-1-2	5	Total EA & FE			17
at Transfer	2-1-2	4				
id Machines	2-1-2	4	Projects (PR)			
trumentation & Control Engg.	3-1-2	5	MED423 Project Part I	0-0-6	3	
chine Design - I	3-1-0	4	MED424 Project Part II	0-0-10	5	
chine Design - II	2-0-2	3	Total PR		8	
tal Cutting & Metrology	3-0-0	3				
Engines & Gas Turbines	3-1-2	5	Seminar, Presentation & Training (SPT)			
ustrial Engineering	3-0-0	3	MET311 Practical Training I	-	2	
C Machines & Programmeming	3-0-0	3	MEC421 Seminar I	0-0-2	1	
mputer Aided Design	3-0-2	4	MEC422 Seminar II	0-0-2	1	
		66	MET429 Practical Training II	-	2	
			Total SPT		6	

Sem	
I	M Intro Med (2)
II	M Engg (1)
III	M Castin & F (3)
IV	M E Con (3)
V	M Dynam (3)
VI	M Heat (2)
VII	" I (3)
VIII	" ME C (3)

Bachelor of Technology in Mechanical Engineering Scheme of Studies

Course Code Course Name (L-T-P)C									Lect. Courses	L	T	P	Weekly Contact	Credits
to	MEL130 Manufacturing Processes (2-0-3) 3.5	CSL100 Fund. Of comp. & Prog. In C (3-1-2) 5	ASL101 Mathematics-I (3-1-0) 4	ASL121 Physics-I (3-1-2) 5	HML101 Effective Communication (2-2-0) 4	HMP100 Language Lab (0-0-1) 0.5			6	15	6	10	31	26
&	ECL110 Basics of Electrical & Electronics Engg. (3-1-2) 5	ASL130 Engg. Chemistry (2-1-2) 4	ASL102 Mathematics-II (3-1-0) 4	ASL122 Physics-II (3-1-2) 5	HML102 Business Communication (1-2-0) 3				5	13	6	10	29	24
ing	MEL203 Mechanics of Solids I (2-1-2) 4	MEL205 Engg. Mechanics (3-1-0) 4	MEP207 M/c Drawing (0-0-4) 2	MEL209 Thermodynamics (2-1-0) 3	ASL200 Numerical Analysis (2-1-2) 4	HML201 Professional Communication (1-2-0) 3			6	13	6	8	27	23
	MEL204 Mechanics of Solids II (2-1-0) 3	MEL206 Kinematics of M/C (3-1-0) 4	MEL203 Fluid Mechanics (3-1-0) 4	MEL210 Material Science (2-0-2) 3	MEP212 Manufacturing Practice (0-0-4) 2	HML212 Funda. of Mgmt. (2-0-0) 2	MER216 General Proficiency (-) 1		6	15	4	8	27	24
M/C	MEL303 Fluid Machines (2-1-2) 4	MEL305 Machine Design I (3-1-0) 4	MEL307 Metal Cutting & Metrology	MEL310 Industrial Engineering (3-0-0) 3	ASV140 Environmental Studies (3-0-0) NC	HML313 Managerial Economics (2-0-0) 2	MET311 Pr. Training I (-) 2		6	19	3	4	26	23
er	MEL304 Inst. & Control Engg. (3-1-2) 5	MEL306 Machine Design II (2-0-2) 3	MEL303 ICE & GT (3-1-2) 5	MEL312 CNC M/C & Prg. (3-0-0) 3	FE I (Mgt.) (2-0-0) 2	MER314 General Proficiency (-) 2			6	15	3	08	26	24
	DE II (3-0-0) 3	DE III (3-0-0) 3	EA I (3-0-0) 3	EA II (3-0-0) 3	FE II (3-0-0) 3	MEC421 Seminar I (0-0-2) 1	MED423 Project Part I (0-0-6) 3	MET 429 Pr. Training (-) 2	6	18	0	08	26	24
	DE IV (3-0-0) 3	EA III (3-0-0) 3	EA IV (3-0-0) 3	MER418 General Proficiency (-) 4	MEC422 Seminar II (0-0-2) 1	MED424 Project Part II (0-0-10) 5			4	12	0	14	26	23

BS = 26, HMS = 14.5, ES & TA = 41.5, DC = 66, DE = 12, EA & FE = 17, PR = 8, SPT = 6 Total = 66

Master of Technology in Mechatronics and Automation Course & Credit Structure

Department of Mechanical Engineering

The overall credit structure

Programme Code: ME5

Category	DC	BC	DE	PR	SPT	AC	Total
Credits	40	03	06	15	2	0	66
Disciplinary Courses (DC)					Departmental Electives(DE)		
MTL 501	Mechatronics- 1				3-0-2	4	Elective I: (Any one) MTL 512 Micro Controller And Embedded System Design 3-0-0 3 MTL 514 Robot Dynamics and Control 3-0-0 3 MTL 516 Automotive Electronics 3-0-0 3 MTL 518 Finite Element Method 3-0-0 3 MTL 522 Concurrent Engg. 3-0-0 3 Electives (II): (Any one) MTL 611 Noise and Vibration 3-0-0 3 MTL 613 Life cycle design, performance and failure 3-0-0 3 MTL 615 Condition Monitoring and Diagnostics 3-0-0 3 MTL 617 Machine Vision 3-0-0 3 MTL 619 Design Optimization and Simulation of Systems 3-0-0 3 Total DE 06
MTL 502	Computer Control of Machines and Processes				3-0-0	3	
MTL 503	Introduction to Robotics				3-0-0	3	
MTL 504	Mechatronics- 2				3-0-2	4	
MTL 508	Intelligent Control System				3-0-0	3	
MTL 506	Automation in Manufacturing				3-0-2	4	
MTL 509	Instrumentation and Automatic Control System				3-0-2	4	
MTL 513	Smart Materials and Systems.				3-0-0	3	
MTL 605	CAD/CAM				3-0-2	4	
MTL 609	Mechatronics system design				3-0-2	4	
MTL 607	Micro-Electro Mechanical System				3-0-2	4	
Total DC					40		
Projects(PR)							
MTD 601	Dissertation (Phase I)				0-0-6	3	
MTD 602	Dissertation (Phase II)				0-0-24	12	
Total PR					15		
					(AC) Audit Course (Any one)		
					MTL505	Engineering Graphics and Workshop Practice(For non mechanical Students)	1-0-4 0
Seminar, Presentation, Training (SPT)					MTL507	Electrical and Electronics Measurement Practices(for non electrical/electronics students)	1-0-4 0
MTC 603	Seminar I				0-0-2	1	(BC) Bridge Course (Any one) Introduction to Mechanical Engineering(for non mechanical students) 3-0-0 3 Introduction to Electrical and Electronics Engineering(for non electrical/electronics students) 3-0-0 3 Total BC 03
MTC 604	Seminar II				0-0-2	1	
Total SPT					2		
Total Programme Credits					65		

Master of Technology in Mechatronics and Automation Scheme of Studies

Sem	Courses (Number, Abbreviated title, L-T-P, Credits)						Lecture course	Contact hr/week				Credits
								L	T	P	Total	
I	MTL 501 Mechatronics-I, 3-0-2, 4	MTL 503, Introduction to Robotics, 3-0-0, 3	MTL 513 Smart Materials and Systems 3-0-0, 3	MTL 509, Instrumenta tion and Automatic Control System, 3-0-2, 4	BC 3-0-0, 3	Audit Course 1-0-4	6	16	0	8	24	17
II	MTL 502, Computer Control of Machines and Process, 3-0-0, 3	MTL 504, Mechatroni cs-2 3-0-2, 4	MTL 506, Automation in Manufacturing 3-0-2, 4	MTL - 508 Intelligent Control System 3-0-0, 3	DE-I 3-0-0, 3		5	15	0	4	19	17
III	MTD 601, Dissertation (phase I), 0-0-6, 3	MTC 603 Seminar I, 0-0-2, 1	MTL 605, CAD/CAM 3-0-2, 4	DE- II 3-0-0, 3	MTL 609 Mechatroni c System Design 3-0-2, 4	MTL 607 Micro- Electro Mechanical System, 3-0-2, 4	4	12	0	14	26	19
IV	MTD 602, Dissertation (Phase II), 0-0-24, 12	MTC 604, Seminar II, 0-0-2, 1					Nil	0	0	26	26	13

DC=40; BC = 3 ; DE=06; PR=15; SPT=2; Total = 66

**Master of Technology in Environment Management and Energy Audit
Course & Credit Structure**

Department of Mechanical Engineering

The overall credit structure

Category	DC	DE	PR	SPT	Total		Programme Code: ME6			
Credits	33	12	18	4	67					
Bridge Courses (BC)					Departmental Electives(DE)					
EML501	Introduction to Thermal Engineering (For science candidates)			(For science candidates)	3-0-0	3	Elective I: (Any one)			
EML503	Environment Chemistry (For Engineers)				3-0-0	3	EML510	Noise Pollution and Control	3-0-0	3
Disciplinary Courses(DC)					EML514					
EML502	Solid and Hazardous Waste Management				3-0-0	3	EML516	Direct Energy Conversion	3-0-0	3
EML504	Air and Water Quality Modeling				3-0-0	3	EML518	Alternative Fuels	3-0-0	3
EML505	Air Pollution and Control				3-0-0	3	EML518	Integrated Rural and Urban Environment Management	3-0-0	3
EML506	Environmental Audit, Impact Assessment and Policy				3-0-0	3	Elective II: (Any one)			
EML507	Energy Audit and Management				3-0-0	3				
EML508	Economic Analysis of Energy Audit and Case Studies				(3-0-0)	3				
EML509	Water and Waste Water Engineering				3-0-0	3	EML 605	Ventilation, HVAC and Building System	3-0-0	3
EML 511	Energy Conservation				3-0-0	3	EML607	Energy, Environment and Climate Change	3-0-0	3
EMP512	Advanced Energy and Pollution Lab				0-0-6	3	EML609	Advances in Power Plant Engineering	3-0-0	3
EML513	Instrumentation and Measurement Techniques for Pollution Control and Energy Audit				3-0-0	3	EML611	Ash Utilization	3-0-0	3
Total DC					33					
Projects(PR)										
EMD 601	Dissertation (Phase I)				0-0-12	6				
EMD 602	Dissertation (Phase II)				0-0-24	12	Elective III: (Any one)			
Total PR					19					
					EML613					
					Electric Energy Management					
					3-0-0					
					EML615					
					Nuclear Energy, Safety and Technological Issues					
					3-0-0					
EMC 603	Seminar-I				0-0-4	2	3	Wind Energy Systems	3-0-0	3
EMC 604	Seminar-II				0-0-4	2	3	Environment Risk Assessment	3-0-0	3
Total SPT					4		Electives (IV): (Any one)			
					EML621					
					Co-generation and Distributed Energy Systems					
					3-0-0					
					EML623					
					Socio-economic Aspects and Environmental Issues					
					3-0-0					
					EML625					
					Solar Energy Systems					
					3-0-0					
					EML627					
					Entrepreneurship					
					3-0-0					
					Total DE					
					12					

Master of Technology in Environment Management and Energy Audit Scheme of Studies

Sem	Courses (Number, Abbreviated title, L-T-P, Credits)						Lecture course	Contact hr/week				Credits
								L	T	P	Total	
I	EML 501/EML 503 Bridge Courses(BC) 3-0-0,3	EML505 Air Pollution and Control 3-0-0,3	EML507 Energy Audit and Management 3-0-0,3	EML509 Water and Waste Water Engineering 3-0-0,3	EML511 Energy Conservation 3-0-0,3	EML513 Instrumentation and Measurement Techniques For Pollution Control and Energy Audit 3-0-0,3	6	18	0	0	18	18
II	EML502 Solid and Hazardous Waste Management 3-0-0,3	EML504 Air And Water Quality Modeling 3-0-0,3	EML506 Environmental Audit, Impact Assessment and Policy 3-0-0,3	EML508 Economic Analysis Of Energy Audit and Case Studies 3-0-0,3	DE-1 3-0-0,3	EMP512 Advanced Energy Audit and Pollution Lab 0-0-6,3	5	15	0	6	21	18
III	EMD601 Dissertation (Phase I) 0-0-12, 6	EMC603 Seminar-I 0-0-4,2	DE- II 3-0-0,3	DE- III 3-0-0,3	DE-IV 3-0-0,3		3	9	0	16	25	17
IV	EMD602 Dissertation (Phase II) 0-0-24, 12	EMC604 Seminar-II 0-0-4,2					0	0	0	28	28	14

DC= 33; DE=12;PR=18;SPT=4

Total=67

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

The Department of Computer Science & Engg. (CSE) imparts qualitative higher education, research, and innovation in key areas of computer science with state of the art computing facilities to the students. Department of CSE offers a broad undergraduate and postgraduate curriculum, based on theoretical foundations of computer science and engineering, practical applications and designing and implementation of the products and softwares. It also promotes active industry-institute collaboration by identifying areas of interest and taking part in sponsored research projects and consultancy services. CSE faculty is highly productive educators and researchers with expertise in the areas of computer science and engineering. Most of the faculty are holding Master of Technology (M.Tech.) / Doctor of Philosophy (Ph. D.) degrees from the institutions of excellence in India and abroad.

Courses offered by the Department

1. *Bachelor of Technology in Computer Sciences and Engineering.*
2. *Master of Technology in Computer Science & Engineering.*
3. *Ph. D.*

The department has designed a new scheme both for Bachelor of Technology (B. Tech.) and Master of Technology (M. Tech.) Some of its salient features are as follows.

1. *Curriculum is designed and developed by the Department of Computer Science & Engineering and is approved by the Board of Studies of the Department and Academic Council of the University.*
2. *This Curriculum meets the Standards of any University level. The subject experts designed the scheme and curriculum in such a way that the content trends in the field of Computer Science and Engineering are incorporated.*
3. *Both theory and practical Syllabi of B. Tech. (CSE) have total credits of 184 in which the departmental credits is 91 i.e. 50% of total credits in which all hard core papers of Computer Science and Information Technology.*
4. *The Credits of other Departments are as Applied Sciences (AS) 16.8%, Humanities, Management Sciences (HMS) 7.8%, Engineering Arts & Sciences (EAS) 9%, Project 6.5%, Seminar, Presentation & Training 2.17%.*
5. *Master of Technology in Computer Science and Engineering is a two years full time course. The Curriculum Designed for Master of Technology in CSE have total credits of 67.*

Bachelor of Technology in Computer Science & Engineering Course & Credit Structure

Programme Code: CS1

The Overall credits structure

Undergraduate Core (UC)		Undergraduate Elective(UE)	
Category	Credits	Category	Credits
DC	91	DE	9
AS	31	OE	6
HMS	14.5		
P	10		
EAS	16.5		
SPT	6		
TOTAL	169	TOTAL	15

Applied Science

ASL101	Mathematics-I	3-1-0	4
ASL121	Physics-I	3-1-2	5
ASL130	Engineering Chemistry	2-1-2	4
ASL102	Mathematics-II	3-1-0	4
ASL122	Physics-II	3-1-2	5
ASV140	Environmental Studies	3-0-0	0
ASL201	Math III	3-1-0	4
ASL202	Numerical Methods	3-1-2	5

TOTAL CREDITS

31

Humanities and Management Sciences

HML101	Effective Communication	2-2-0	4
HML102	Business Communication	1-2-0	3
HML201	Professional Communication	1-2-0	3
HML214	Business management	2-0-0	2
HML313	Managerial Economics	2-0-0	2
HMP100	Language Lab	0-0-1	0.5

TOTAL CREDITS

14.5

Engineering Arts & Sciences

ECL 110	Basics of Electrical & Electronics Engineering	3-1-2	5
MEL130	Manufacturing Processes	2-0-3	3.5
MEL140	Basics of Mechanical Engineering	3-1-2	5
MEP110	Engineering Graphics & Drawing	1-0-4	3
TOTAL CREDITS			16.5

Project

CSD301	Mini Project	0-0-2	1
CSD401	Major Project-1(using C# .NET)	0-0-6	3
CSD402	Major Project-2	0-0-12	6

TOTAL CREDITS

10

Seminar, Presentation & Training

CSC401	Colloquium	0-3-0	3
CSS302	Independent Study	0-1-0	1
CST301	Assessment Practical/Summer Training	0-0-4	2

TOTAL CREDITS

6

Department Core

CSL100	Fundamental of Computers & Programmemeing In C	3-1-2	5
CSP201	Advance C Programmemeing	1-0-2	2
CSL201	Discrete Structure	3-0-0	3
CSL203	Computer Architecture & Organization	3-0-0	3
CSL205	Introduction to Database System	3-0-2	4
ITL201	Digital Electronic	3-1-2	5
CSL202	Object Oriented Programmemeing	3-1-2	5
CSL204	Data Structure & Algorithm	3-1-2	5
CSL206	Theory of Computation	3-1-0	4
CSL208	Programmemeing Language	3-0-0	3
CSL301	Analysis & Design of Algorithm	3-1-2	5
CSL303	Operating System	3-0-2	4
CSL305	Computer Graphics	3-0-2	4
CSL307	Software Engineering	3-0-0	3
CSP301	Programmemeing in Java & MATLAB	0-0-4	2
CSL302	AI & PROLOG Programmemeing	3-0-2	4
CSL304	Computer Networks	3-0-0	3
CSL306	Principal of Compiler Design	3-1-2	5
CSL314	Microprocessors	3-1-2	5
ITL308	Intellectual Property Rights in IT	3-0-0	3
CSL 401	Advanced Computer Architecture	3-1-0	4
CSL403	Simulation & Modeling	3-1-0	4
CSL402	Distributed Systems	3-0-0	3
CSL404	Artificial Neural Network	3-0-0	3

TOTAL CREDITS

91

Department Elective

CSL308	Digital Image Analysis	3-0-0	3
CSL310	E-Commerce& ERP	3-0-0	3
CSL312	Parallel Algorithm	3-0-0	3
CSL405	Mobile Computing	3-0-0	3
CSL407	Parallel Algorithms	3-0-0	3
CSL409	Machine Learning	3-0-0	3
CSL406	Quantum Computing	3-0-0	3
CSL408	Soft Computing	3-0-0	3
CSL412	Advance Java	3-0-0	3

Open Category Elective

CSL413	Wireless Networking	3-0-0	3
CSL415	Computer System Security	3-0-0	3
CSL417	Fuzzy Systems	3-0-0	3
CSL414	Architecture of High Performance Computer	3-0-0	3
CSL416	Distributed Computing	3-0-0	3
CSL418	Embedded System Design	3-0-0	3

[illegible]

Master of Technology in Computer Science & Engineering Course & Credit Structure

Programme Code: CS5

The overall credits structure

Undergraduate Core (UC)		Undergraduate Elective(UE)	
Category	Credits	Category	Credits
PC	30	PE	12
P	17	OE	6
SPT	2		
TOTAL	49	TOTAL	18

CSL523

Cluster & Grid Computing 3-0-0 3

CSL520

System Level Design & Modeling 3-0-0 3

CSL522

Formal Systems 3-0-0 3

CSL524

Advanced Graph Theory 3-0-0 3

Programme Core

CSL501	Introduction to Logic & Functional Programmemg	3-0-2	4
CSL535	Advance C/C++ Programmemg	3-0-2	4
CSL503	Analysis & Design of Algorithms	3-0-2	4
CSP501	Software System Laboratory	0-0-2	1
CSL502	Advanced Algorithms	3-0-2	4
CSL504	Architecture of High Performance Computer Systems	3-0-2	4
CSL534	Advance Java	3-0-2	4
CSL 641	C# Programmemg	3-0-2	4
CSP 605	Working with Rational Rose & MATLAB	0-0-2	1
Total Credits		21-0-18	30

Project

CSD502	Minor Project	0-0-4	2
CSD601	Project & Dissertation	0-0-6	3
CSD602	Major Project and Thesis	0-0-24	12
Total Credits		0-0-34	17

Seminar

CSC601	Seminar-I	0-0-2	1
CSC602	Seminar-II	0-0-2	1
Total Credits		0-0-4	2

Programme Elective

CSL511	Advanced Computer Network	3-0-0	3
CSL513	Advanced computer Graphics	3-0-0	3
CSL515	Soft Computing	3-0-0	3
CSL517	Advances in Operating Systems	3-0-0	3
CSL512	Approximation Algorithms	3-0-0	3
CSL514	Complexity Theory	3-0-0	3
CSL516	Modeling & Simulation	3-0-0	3
CSL518	Embedded Systems	3-0-0	3
CSL601	Ubiquitous Computing	3-0-0	3
CSL603	Machine Learning	3-0-0	3
CSL605	Real Time Systems	3-0-0	3
CSL607	Parallel & Distributed Algorithms	3-0-0	3
CSL609	Reconfigurable Computing	3-0-0	3
CSL611	Computer Vision	3-0-0	3
CSL613	Cryptography and Network Security	3-0-0	3
CSL615	Special topics in Parallel Computation	3-0-0	3
CSL519	Advanced Microprocessor	3-0-0	3

Open Elective

CSL521	Quantum Computing	3-0-0	3
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**Master of Technology in Computer Science & Engineering
Scheme of Studies**

Sem.	Sub 1	Sub 2	Sub 3	Sub 4	Sub 5	Sub 6	Lecture Courses	L	T	P	Weekly Contact Hours	Credits
I	Intro. to logic & func. Progg. CSL501 3-0-2-4	Anal. & Disg. of Algo. CSL503 3-0-2-4	PE-1 3-0-0-3	OE-1 3-0-0-3	Soft. System Lab. CSP501 0-0-2-1	Adv. C/C++ Prog. CSL535 3-0-2-4	06	15	0	8	23	19
II	Adv. Algo. CSL502 3-0-2-4	Arch. of high. Perform. Comp. systems CSL504 3-0-2-4	PE-2 3-0-0-3	OE-2 3-0-0-3	Minor Project CSD502 0-0-4-2	Adv. Java CSL534 3-0-2-4	06	15	0	10	25	20
III	PE-3 3-0-0-3	PE-4 3-0-0-3	Project & Dissertation CSD601 0-0-6-3	Seminar I CSC601 0-0-2-1	C# Progg. CSL641 3-0-2-4	Working with Rational Rose & Matlab. CSP605 0-0-2-1	06	9	0	12	21	15
IV	Major Project and Thesis CSD602 0-0-24-12	Seminar II CSC602 0-0-2-1						0	0	26	26	13

PC = 30, P = 17, SPT = 2, PE = 12, OE = 6

Total = 67

DEPARTMENT OF INFORMATION TECHNOLOGY

The Department has goal of being regional leader in academics and research in information technology. It brings together faculty members with common interests in fields of information engineering. This provides the organizational structure to achieve academic brilliance and adaptability in these fast moving fields. It aims to enable this by creating new, synergistic interactions among academicians, allowing a more effective use of resources, and providing an academic focus for enhancing both research and teaching.

Courses Offered by the Department:

- (i) Bachelor of Technology in Information Technology (B.Tech IT)
- (ii) Master of Technology in Software Engineering (M.Tech SE)
- (iii) Ph. D.

The programmes of B.Tech. (IT) and M.Tech. (SE) have various applications that are ideally suitable in the present IT industry. The curriculum has been designed with main objective that it should help the candidates to gain fundamental knowledge which is required not only to acquire necessary skills suitable to modern industry trends but also to develop capabilities to update these skills with highly changing IT industry. B.Tech. (IT) has a total of 184 credits out of which 50% are department core and electives, 16.8% Applied Sciences, 7.8% management courses, 9% Engg. Arts & Sciences, 8.7% Project, seminars and training. M.Tech. (SE) has a total of 69 credits out of which around 55% are department core, 20% are programme electives including management courses and rest 25% dissertation and seminars. These courses are approved by the Board of Studies of the Department and Academic Council of the University.

Bachelor of Technology in Information Technology Course & Credit Structure

Programme Code: IT

The overall credits structure

Undergraduate Core (UC)		Undergraduate Elective (UE)	
Category	Credits	Category	Credits
DC	91	DE	9
AS	31	OE	6
HMS	14.5		
P	10		
EAS	16.5		
SPT	6		
TOTAL	169	TOTAL	15

TOTAL CREDITS

6

Applied Science

ASL101	Mathematics-I	3-1-0	4
ASL121	Physics-I	3-1-2	5
ASL130	Engineering Chemistry	2-1-2	4
ASL102	Mathematics-II	3-1-0	4
ASL122	Physics-II	3-1-2	5
ASV140	Environmental Studies	3-0-0	0
ASL201	Mathematics III	3-1-0	4
ASL202	Numerical Methods	3-1-2	5

TOTAL CREDITS

31

Humanities and Management Sciences

HML101	Effective Communication	2-2-0	4
HML102	Business Communication	1-2-0	3
SML505	Organizational Behavior	3-0-0	3
HML214	Business Management	2-0-0	2
HML313	Managerial Economics	2-0-0	2
HMP100	Language Lab	0-0-1	0.5

TOTAL CREDITS

14.5

Engineering Arts & Sciences

ECL110	Basics of Electrical & Electronics Engineering	3-1-2	5
MEL130	Manufacturing Processes	2-0-3	3.5
MEL140	Basics of Mechanical Engineering	3-1-2	5
MEP110	Engineering Graphics & Drawing	1-0-4	3

TOTAL CREDITS

16.5

Project

ITD301	Mini Project	0-0-2	1
ITD401	Major Project-I	0-0-6	3
ITD402	Major Project-2	0-0-12	6

TOTAL CREDITS

10

Seminar, Presentation & Training

ITC401	Colloquium	0-3-0	3
ITS302	Independent Study	0-1-0	1
ITT301	Practical Training/Summer Training	0-0-4	2

Department Core

CSL100	Fundamental Of Computers & Programmeme In C	3-1-2	5
CSL201	Discrete Structure	3-0-0	3
ITL203	Data Structure	3-1-2	5
ITL205	Internet Fundamentals	3-0-0	3
ITL206	Introduction to Database Management System	3-0-2	4
CSL206	Theory of Computation	3-1-0	4
ITL306	Object Oriented Concepts & Programmeme	3-0-2	4
CSL303	Operating System	3-0-2	4
CSL304	Computer Networks	3-0-0	3
CSL305	Computer Graphics	3-0-2	4
CSL306	Principal of Compiler Design	3-1-2	5
CSL307	Software Engineering	3-0-0	3
CSL 401	Advanced Computer Architecture	3-1-0	4
CSL402	Distributed Systems	3-0-0	3
ITL409	Information Security	3-1-0	4
CSL404	Artificial Neural Network	3-0-0	3
ITL201	Digital Electronic Circuits	3-1-2	5
ITL208	Computer Organization & Architecture	3-1-0	4
ITL204	Applications Introduction to Microprocessors	3-0-2	4
ITL301	Information Systems	3-1-2	5
ITL310	Algorithms Design and Analysis	3-1-2	5
ITL312	Digital Communication	3-0-0	3
CSP201	Advance C Programmeme	1-0-2	2
CSP301	Programmeme in Java & MATLAB	0-0-4	2

TOTAL CREDITS

91

Department Elective

CSL310	E-Commerce & ERP	3-0-0	3
CSL406	Quantum Computing	3-0-0	3
CSL408	Soft Computing	3-0-0	3
CSL409	Machine Learning	3-0-0	3
CSL412	Advance Java	3-0-0	3
ITL302	Signal & Systems	3-0-0	3
ITL304	Object Oriented Systems	3-0-0	3
ITL401	Mobile Communication	3-0-0	3
ITL403	Bioinformatics	3-0-0	3
ITL405	ERP & Supply Chan Management	3-0-0	3
ITL406	Genetic Algorithm	3-0-0	3

Open Category Elective

ITL407	Knowledge Management	3-0-0	3
ITL408	Dataware House and Data Mining	3-0-0	3
ITL411	Artificial Intelligence	3-0-0	3
CSL414	Architecture of High Performance Computer	3-0-0	3
CSL415	Computer System Security	3-0-0	3
CSL416	Distributed Computing	3-0-0	3
CSL417	Fuzzy Systems	3-0-0	3
CSL418	Embedded System Design	3-0-0	3

Bachelor of Technology in Information Technology Scheme of Studies

[illegible]

Master of Technology in Software Engineering Course & Credit Structure

Programme Code: SE

The overall credit structure Undergraduate Core (UC)		Undergraduate Elective(UE)	
Category	Credits	Category	Credits
PC	38	PE	12
P	17		
SPT	2		
TOTAL	57	TOTAL	12

Programme Core

SEL505	S/W Engineering Concepts & Methodologies	3-0-0	3
SEL507	Object Oriented Software Engg & UML	3-0-0	3
SEL509	Software Project Management	3-0-2	4
CSL535	Advance C/C++ Programmemeing	3-0-24	
CSP501	System Software Laboratory	0-0-2	1
SEL506	Software Quality Management	3-0-0	3
SEL508	Software Verification, Validation & Testing	3-0-24	
CSL534	Advance Java	3-0-2	4
SEL528	Advanced Database Management Systems	3-0-24	
SEL617	Software Metrics	3-0-0	3
SEL641	.Net Technology	3-0-2	4
CSP605	Working with Rational Rose & MATLAB	0-0-2	1

Total Credits **30-0-16** **38**

Project

SED502	Minor Project	0-0-4	2
SED603	Project & Dissertation	0-0-6	3
SED604	Major Project and Thesis	0-0-24	12

Total Credits **0-0-34** **17**

Seminar

SEC603	Seminar-I	0-0-2	1
SEC604	Seminar-II	0-0-2	1
Total Credits		0-0-4	2

Programme Elective

SEL525	Software Design, Construction & Testing	3-0-0	3
SEL529	Software Systems for Data warehousing & Data Mining	3-0-0	3
SEL531	Object Oriented Analysis & Design	3-0-0	3
SEL526	System Performance & Evaluation		

SEL530	System Software	3-0-0	3
SEL532	Personal S/W Process & Team S/W Process	3-0-0	3
SEL619	Embedded & Real time Systems	3-0-0	3
SEL621	Cooperative Computing	3-0-0	3
SEL623	Component based S/W Development and Computing	3-0-0	3
SEL627	Software Process Maturity	3-0-0	3
SEL629	United S/W Configuration Management	3-0-0	3
SEL631	E-Business	3-0-0	3
SEL633	Network Security	3-0-0	3
SEL635	Web Services	3-0-0	3
SEL637	Distributed Operating System	3-0-0	3
SEL639	Human Interface Design	3-0-0	3
SML617	Customer Relationship Management	3-0-0	3

**Master of Technology in Software Engineering
Scheme of Studies**

Sem.	Sub 1	Sub 2	Sub 3	Sub 4	Sub 5	Sub 6	Sub 7	Courses	L	T	P	Weekly Contact Hours	Credits
I	S/W Engg. Concepts & Methodologies SEL505 3-0-0-3	Obj. Ori. S/w Engg. & UML SEL507 3-0-0-3	S/W Project Mgmt. SEL509 3-0-2-4	Adv. C/C++ Prog. CSL535 3-0-2-4	PE-1 3-0-0-3	System s/w Lab CSP501 0-0-2-1		06	15	0	6	21	18
II	S/W quality mgmt. SEL506 3-0-0-3	S/W verifi. Valida. & testing SEL508 3-0-2-4	PE-2 3-0-0-3	Adv. Java CSL534 3-0-2-4	ADBMS SEL528 3-0-2-4	Minor Project SED502 0-0-4-2		06	15	0	10	25	20
III	S/W metrics SEL617 3-0-0-3	PE-3 3-0-0-3	PE-4 3-0-0-3	.Net Programmimg SEL641 3-0-2-4	Project & Dessertation SED603 0-0-6-3	Seminar I SEC603 0-0-2-1	Working with R.Rose & Matlab CSP605 0-0-2-1	07	12	0	12	24	18
IV	Major Project & Thesis SED604 0-0-24-12	Seminar II SEC604 0-0-2-1								0	26	26	13

DEPARTMENT OF CIVIL ENGINEERING

The Department offers the programme in B. Tech in Civil Engineering for which the curriculum prepares graduates for suitable employment in civil engineering and related disciplines and prepare graduates with to pursue advanced study and research in civil engineering and related disciplines. While framing the curriculum, not only the technology development in civil engineering but also in information technology, biotechnology, satellite communications, computers and materials have been taken into account.

Programme Offered by the Department:

1. B. Tech. In Civil Engineering

The total credits for the Bachelor of Technology in Civil Engineering programme has been fixed as 180. For basic sciences, engineering arts and sciences and humanities and management sciences 41% of the total credits are allotted. For departmental core and electives, 52% of the total credits are allotted. For emerging areas and open electives 7% of the total credits are allotted. For conventional courses, 87% of the total credits are allotted and for new courses 13% of the total credits are allotted. The curriculum offers development of engineering, managerial, communication and computer skills of the students so that this programme can produce computer oriented communicative civil engineers with managerial skills. The course has been approved by the Board of Studies of the Department and Academic Council of the University.

Bachelor of Technology in Civil Engineering Course & Credit Structure

Programme Code: CE1

Undergraduate Core (UC)		Undergraduate Elective (UE)	
Category	Credits	Category	Credits
DC	80.0	DE	21.0
BS	26.0	OC	6.0
EAS	29.5		
HMS	17.5		
Total	153.0	Total	27.0

Total Credits = 180

Basic Sciences (BS) Core

ASL101	Mathematics I	3	1	0	4
ASL102	Mathematics II	3	1	0	4
ASL200	Numerical Analysis	2	1	2	4
ASL121	Physics I	3	1	2	5
ASL122	Physics II	3	1	2	5
ASL130	Engineering Chemistry	2	1	2	4
ASV140	Environmental Studies	3	0	0	NC
Total BS Core		19	6	8	26

Engineering Arts and Sciences (EAS)

CSL 101	Basics of Computers and C Programming	2	0	2	3
MEL140	Basics of Mechanical Engineering	3	1	2	5
MEP110	Engineering Graphics and Drawing	1	0	4	3
ECL110	Basics of Electrical and Electronics Engineering	3	1	2	5
MEL130	Manufacturing Processes	2	0	3	3.5
CEL201	Solid Mechanics	3	1	0	4
CEL203	Fluid Mechanics	3	0	2	4
CSP218	Computer Programming C++	1	0	2	2
Total EAS Core		18	3	17	29.5

Humanities and Management Sciences (HMS) Core

HML101	Effective Communications	2	2	0	4
HML102	Business Communications	1	2	0	3
HML201	Professional Communications	1	2	0	3
HML212	Fundamentals of Management	2	0	0	2
HML313	Managerial Economics	2	0	0	2
HML415	Organizational Behavior	3	0	0	3
HMP100	Language Lab.	0	0	1	0.5
Total HMS Core		11	6	1	17.5

Department Core (DC)

CEL205	Engineering Geology	2	0	2	3
CEL207	Surveying	2	0	2	3
CEL209	Building Materials	2	0	2	3
CEL202	Structural Analysis I	3	1	0	4
CEL204	Open Channel Flow and Hydraulic Machinery	3	0	2	4
CEL206	Geotechnical Engineering I	3	1	2	5
CEL208	Building Construction	2	0	0	2
CEL301	Structural Analysis II	3	1	2	5
CEL303	Water Resources Engineering I	3	0	0	3
CEL305	Geotechnical Engineering II	3	0	0	3
CEL307	Design of Concrete Structures	3	1	0	4
CEL309	Transportation Engineering	3	0	2	4
CEP311	Building Drawing and Estimation	0	0	2	1
CEP313	Engineering Problem solving using MATLAB	0	0	2	1
CEL302	Environmental Engineering	3	0	2	4
CEL304	Water Resources Engineering II	3	1	2	5
CEL306	Design of Steel Structures	3	1	0	4
CEL308	Applications of Remote Sensing and Geographic Information Systems in Civil Engineering	3	0	2	4

CEL401	Advanced Design of Concrete Structures	3	1	0	4
CEP424	Computer Aided Design of Infrastructures	1	0	2	2
CEC425	Colloquium	0	4	0	4
CED427	Major Project I	0	0	4	2
CED426	Major Project II	0	0	12	6
CEN102	Introduction to Civil Engineering	1	0	0	NC
CET210	Practical Training I	0	0	0	NC
CET318	Practical Training II	0	0	0	NC
Total DC Core		49	11	42	80

Departmental Electives (DE)

CEL310	Traffic Engineering	3	0	0	3
CEL312	Ground Improvement	3	0	0	3
CEL314	Construction Management	3	0	0	3
CEL316	Matrix Methods of Structural Analysis	3	0	0	3
CEL403	Natural Disaster Management	3	0	0	3
CEL405	Water Power Engineering	3	0	0	3
CEL407	Design and Maintenance of Pavements	3	0	0	3
CEL409	Structural Dynamics	3	0	0	3
CEL411	Energy Engineering and Management	3	0	0	3
CEL413	Industrial Structures	3	0	0	3
CEL415	Machine Foundations	3	0	0	3
CEL417	Experimental Mechanics	3	0	0	3
CEL402	Advanced Steel Design	3	0	0	3
CEL404	Design of Off shore Structures	3	0	0	3
CEL406	Air Pollution	3	0	0	3
CEL408	Diagnostic Analysis and Rehabilitation of Structures	3	0	0	3
CEL410	Environmental Impact Assessment and Management	3	0	0	3
CEL412	Bridge Engineering	3	0	0	3
CEL414	Ground Water Hydrology	3	0	0	3
CEL416	Earthquake Analysis and Design	3	0	0	3
CEL419	Transportation Economics, Planning and Management	3	0	0	3
CEL421	Smart Materials and Intelligent Buildings	3	0	0	3
CEL423	Nano Technology in Environment	3	0	0	3
CEL418	Life Cycle Analysis for Environmental Sustainability	3	0	0	3
CEL420	Geosynthetics	3	0	0	3
CEL422	Global Positioning Systems	3	0	0	3

Bachelor of Technology in Civil Engineering Scheme of Studies

Semester									Lecture Courses	L	T	P	Contact hours per week	Credits
I	HML101 Effective Commun. 2-2-4(4)	ASL101 Mechanics I 3-1-2(4)	ASL121 Physics I 3-1-2(5)	CEL101 Basics of Comp. & C. 2-0-2(3)	MEL140 Basics of Mech. Eng. 3-1-2(5)	MEL130 Manufacturing Processes 2-0-3(3.5)	HMP102 Language Lab. 0-0-1(0.5)		6	15	5	10	30	25
II	HML102 Business Commun. 1-2-4(3)	ASL102 Mechanics II 3-1-2(4)	ASL122 Physics II 3-1-2(5)	ECL110 Basic Elec. & Electron. Engg. 3-1-2(5)	ASL130 Engg. Chemistry 2-1-2(4)	MEP110 Engg. Graph. & Drawing 1-0-3(3)	CEN102 Int. to Civil Engg. 1-0-2(2)		5	14	6	10	30	24
III	CEL201 Solid Mech. 3-1-0(4)	CEL203 Fluid mech. 3-0-2(4)	CEL205 Engg. Geo. 2-0-2(3)	CEL207 Surveying 2-0-2(3)	CEL209 Engg. mat. 2-0-2(3)	HML201 Prof. Commun. 1-2-0(3)	AEV102 Environmental Engg. 3-0-0(3)		6	16	3	8	27	20
IV	CEL202 Stress Strain 3-1-0(4)	CEL204 optical. Flow & hyd.mech 3-0-2(4)	CEL206 Geo. tech. Engg. I 3-1-2(5)	CEL208 Bull. Const. 2-0-0(2)	HML212 Fundamentals of manage. 2-0-0(3)	ASL209 Numerical Analysis 2-1-2(4)	CEP210 Computer Prog. C++ 1-0-2(2)		6	16	3	8	27	23
Summer	CET210	Practical	Training-I											NC
V	CEL301 Stress II 3-1-2(5)	CEL303 Water Resource Engg. I 3-0-0(3)	CEL305 Geo. Tech. Engg. II 3-0-0(3)	CEL307 Design of Conc. Struct. 3-1-0(4)	CEL309 Transport Engg. 3-0-2(4)	HML313 Managerial economics 2-0-0(3)	CEP311 Build. Draw. & Estimation 0-0-2(1)	CEP312 Engg. Prob. Sol. using Mat Lab 0-0-2(1)	6	17	2	8	27	23
VI	CEL302 Env. Engg. 3-0-2(4)	CEL304 Water Resource Engg. II 3-1-2(5)	CEL306 Des. Steel Structures 3-1-0(4)	CEL308 Applications of Remote sensing & GIS in CE 3-0-2(4)	CEL310/312 310/316 D. Elective I 3-0-0(3)	Free Elective I L+T+P=3(3)			6	15	2	6	26	23
Summer	CET310	Practical	Training-II											NC
VII	CEL401 Adv. Design of Con. Struc. 3-1-0(4)	CEL403/405 403/405 D. Elective 2 3-0-0(3)	CEL411/413 411/417 D. Elective 3 3-0-0(3)	CEL419/421 423 EA-DE-1 3-0-0(3)	HML415 Organizational Behavior 3-0-0(3)	Free Elective 2 L+T+P=3(3)	CEC405 Colloquium 0-0-4(4)	CED407 Major Project I 0-0-2(2)	6	15	5	4	27	25
VIII	CEL402/404 406/408 D. Elective 4 3-0-0(3)	CEL408/410 410/416 D. Elective 6 3-0-0(3)	CEL418/420 422 EA-DE-2 3-0-0(3)				CEP424 Comp. Aided Des. of Infrast. 1-0-2(2)	CED406 Major Project II 0-0-2(2)	3	10	0	14	24	17
							TOTAL		44					100

DEPARTMENT OF APPLIED SCIENCE & HUMANITIES

Department of Applied Science & Humanities under School of Engineering & Technology provides courses in Physics, Chemistry, Mathematics, English & Environmental Sciences, which are part of the curriculum of all the Engineering and Technology Departments of the School. The department is well equipped with highly experienced faculty in Sciences, Mathematics & English Streams. The labs in the department including Physics, Chemistry, Environmental Sciences and Numerical Methods provide practical support for these courses. The Language Lab gives training to students in correct English speaking and listening skills.

All the courses of Applied Science & Humanities department are embedded in the Scheme of Studies of the Schools of engineering and management and hence not shown separately.

SCHOOL OF MANAGEMENT

Managerial Skills involve dynamic leadership, strategic planning, scientific thinking, thoughtful organization and good governance. The School of Management endeavours to provide all these skills to students through various courses that it offers. The programmes have been designed to produce entrepreneurs and the business leaders of tomorrow.

The School of management offers the following courses:

- (i) Bachelor of Business Administration (BBA) (Ordinance 11 (c))
- (ii) Master of Business Administration (MBA)
- (iii) Doctor of Philosophy in Management (Ph. D) (Ordinance 11 (b))

The structure of the courses and the detailed syllabi of the subjects offered are designed in consultation with academic experts, senior managers from industry, and after studying the latest trends in management education worldwide. The courses are periodically reviewed to keep them up to date. Emphasis is placed on practical knowledge through cases, live projects and constant interaction with managers from industry. Management is a discipline that touches all sorts of organizations, be it business, government, service or NGOs. Therefore, new electives are added whenever the need arises to give the student a wide choice and to keep the curriculum in line with the emerging needs of these organizations. These courses have been approved by the Board of Studies of the School and Academic Council of the University.

STRUCTURE OF MBA COURSE**The Overall Credit Structure**

PROGRAM CORE (PC)	40	PROGRAM ELECTIVES (PE)	30
PROJECT & TRAINING	12		
COMPULSORY AUDIT	-		
TOTAL	68		30

CORE COURSES**Programme Core (PC)**

SML501	Accounts for Managers	3-0-0	3
SML503	Managerial Economics	3-0-0	3
SML505	Organizational Behaviour	3-0-0	3
SML507	Quantitative Methods	3-0-0	3
SML509	Marketing Management	3-0-0	3
SML511	Management Principles & Practices	3-0-0	3
SML502	Research Methodology	3-0-0	3
SML504	Human Resource Management	3-0-0	3
SML506	Financial Management	3-0-0	3
SML508	Operations Management	3-0-0	3
SML512	International Business	3-0-0	3
SML514	Management Information System	3-0-0	3
SML601	Strategic Management	3-0-0	3
SML603	Business Legislation	3-0-0	3
SML602	Entrepreneurship	3-0-0	3
SML604	Business Ethics, Values & Corporate Governance	3-0-0	3
	Total PC		48

Project & Training (P & T)

SMD 518	Summer Training	0-0-12	6
SMD606	Major Project Report	0-0-12	6
	Total P & T		12

Compulsory Audit (CA)

SMP513	Business Communication & Presentation Skills	1-0-1	-
SMP516	Information Technology for Decision Making	0-0-2	-
SMP 608	Soft Skills & Personality Development	0-0-2	-
SMP 609	English Language	1-0-1	-
	Total Compulsory Audit		-

Course & Credit Structure

Programme Code: SM5

ELECTIVE COURSES**Programme Electives (PE)****FINANCIAL MANAGEMENT**

SML611	Project Appraisal *	3-0-0	3
SML612	Strategic Cost Management & Control *	3-0-0	3
SML613	Corporate Taxation	3-0-0	3
SML614	Security Analysis & Portfolio Management *	3-0-0	3
SML615	Financial Markets & Institutions	3-0-0	3
SML616	Mergers, Acquisition & Corporate Restructuring *	3-0-0	3
SML617	Advanced Financial Management *	3-0-0	4

INTERNATIONAL BUSINESS

SML621	International Marketing	3-0-0	3
SML622	Management of International Business Operations	3-0-0	3
SML623	International Financial Management	3-0-0	3
SML624	International Trade Theory & Policy	3-0-0	3
SML625	Foreign Exchange Management	3-0-0	3

HUMAN RESOURCE MANAGEMENT

SML631	Performance & Compensation Management	3-0-0	3
SML632	Organizational Change & Development	3-0-0	3
SML633	Training & Development	3-0-0	3
SML634	Labour Laws	3-0-0	3
SML635	Counselling Skills for Managers	3-0-0	3
SML636	Cross Cultural Human Resource	3-0-0	3

MARKETING MANAGEMENT

SML641	Consumer Behaviour	3-0-0	3
SML642	Integrated Marketing Communication	3-0-0	3
SML643	Brand Management	3-0-0	3
SML644	Sales & Distribution Management	3-0-0	3
SML645	Retail Management	3-0-0	3
SML646	Marketing of Services	3-0-0	3

GENERAL MGMT

SML651	ERP, CRM & SCM Implementation	3-0-0	3
SML652	Strategic Management for International Business	3-0-0	3
SML653	Family Business	3-0-0	3
SML654	Management Control System	3-0-0	3

OPERATIONS MANAGEMENT

SML661	Project Management *	3-0-0	3
SML662	Service Operations Management *	3-0-0	3
SML663	Supply Chain Management *	3-0-0	3
SML664	Strategic Game's theory for Managers *	3-0-0	3

INFORMATION TECHNOLOGY

SML671	E - Commerce & E - Business *	3-0-0	3
SML672	Modeling and Designing IT Application/ Solutions *	3-0-0	3
SML673	IT/Software Project Management *	3-0-0	3
SML674	Architecture in IT Systems *	3-0-0	3

NOTES:

- A) All core courses have 3 credits.
 B) Summer Training and Major research Project have 6 credits each.
 C) All compulsory audit courses have 2 contact hours per week. There is no credit for these courses but the student has to get a pass grade.
 D) Courses marked with an * have prerequisites as follows:
 1. Financial Management courses: Students should have at least 'C' grade in both SML 501 and SML 506.
 2. Operations Management: Students should have at least 'C' grade in both SML 607 and SML 608.
 3. IT Courses: Students must have a background of B.Sc./B.Tech/IT/BCA and must have at least 'C' grade in SML 514.
 E) Students are free to choose any combination of electives from any of the specialization areas subject to the above prerequisites.

Master of Business Administration (MBA) Scheme of Studies

Se m.	COURSES (Number, Abbreviated Title, L-T-P, Credits)							Lecture/ Course	Contact h/week				Credits	
									L	T	P	Total		
I	SML 501 Accounts for Managers 3-0-0(3)	SML 503 Managerial Economics 3-0-0(3)	SML 505 Organisational Behaviour 3-0-0(3)	SML 507 Quantitative Methods 3-0-0(3)	SML 509 Marketing Management 3-0-0 (3)	SML 511 Management Principles & Practice 3-0-0 (3)	SMP 513 Business Communication & Presentation skills 1-0-1	7	19	0	1	20	18	
II	SML 502 Research Methodology 3-0-0(3)	SML 504 Human Resource Management 3-0-0(3)	SML 506 Financial Management 3-0-0(3)	SML 508 Operations Management 3-0-0(3)	SML 512 International Business 3-0-0(3)	SML 514 MIS 3-0-0(3)	SMP 516 Information Technology for Decision Making 0-0-2	7	18	0	2	20	18	
SMD 518 Summer Training 0-0-12 (6)								0					6	
III	SML 601 Strategic Management 3-0-0(3) *	SML 603 Business Legislation 3-0-0(3)	Elective 1 3-0-0(3)	Elective 2 3-0-0 (3)	Elective 3 3-0-0 (3)	Elective 4 3-0-0 (3)	Elective 5 3-0-0 (3)	SMP 609 English Language 1-0-1	8	22	0	1	23	21
IV	SML 602 Entrepreneur ship 3-0-0(3)	SML 604 Business Ethics, Values & Corporate Governance 3-0-0(3)	Elective 1 3-0-0(3)	Elective 2 3-0-0 (3)	Elective 3 3-0-0 (3)	Elective 4 3-0-0 (3)	Elective 5 3-0-0 (3)	SMP 605 Soft Skills & Personality Development 0-0-2	8	21	0	2	23	21
SMD 605 Major Project Report 0-0-12(6)								0					6	

Total = 90

SCHOOL OF LAW

With the liberalization of the Indian economy the demand for lawyers has spread beyond law courts and just civil and criminal jurisprudence. Every large company that has global ambitions or operates in a number of countries needs a team of lawyers to understand the legal implications of cross border trade. The demand for corporate law services and international law has grown considerably and is expected to continue to grow. The School of Law is an attempt to address this gap.

Courses offered by the School of Law:

- (i) 5 year Integrated BBA-LLB (Hons.)
- (ii) 2 year LLM.
- (iii) Ph. D.

The courses have been designed keeping in mind the guidelines of the Bar Council of India. The curriculum has been designed by a team of experts from academics and practicing lawyers and approved by the Board of Studies of the School and Academic Council of the University.

1. BBA – LLB (Hons.)

**COURSE MATRIX
FOR 5 YEAR BBA-LLB (HONOURS) DEGREE PROGRAMME**

Programme Code: - _____

	I TRIMESTER	II TRIMESTER	III TRIMESTER
	LEGAL METHOD	JURISPRUDENCE	HUMAN RIGHTS LAW
I YEAR	LAW OF TORT INCLUDING MV ACT AND CONSUMER PROTECTION ACT	FAMILY LAW - I	FAMILY LAW – II
	PRINCIPLES OF MANAGEMENT	MANAGERIAL ECONOMICS	HUMAN RESOURCE MANAGEMENT
	BUSINESS ENVIRONMENT	FINANCIAL MANAGEMENT	MARKETING MANAGEMENT
		ENGLISH – I	ENGLISH - II
II YEAR	IV TRIMESTER	V TRIMESTER	VI TRIMESTER
	LAW OF CONTRACTS - I	LAW OF CONTRACTS - II	CORPORATE LAW - I
	LAW OF CRIMES (IPC)	LAW OF EVIDENCE	LAW OF CRIMES (CrPc)
	ORGANIZATION BEHAVIOUR	INTERNATIONAL BUSINESS	BUSINESS ETHICS
	ENTREPRENEURSHIP	BUSINESS STATISTICS	STRATEGIC MANAGEMENT
III YEAR	VII TRIMESTER	VIII TRIMESTER	IX TRIMESTER
	CORPORATE LAW - II	PROPERTY LAW	INTELLECTUAL PROPERTY RIGHTS
	ADMINISTRATIVE LAW	LABOUR LAW – I	LABOUR LAW - II
	CIVIL PROCEDURE CODE AND LIMITATION ACT	ENVIRONMENTAL LAW	CONFLICT OF LAWS
	CONSTITUTIONAL LAW – I	CONSTITUTIONAL LAW - II	INTERNATIONAL LAW
IV YEAR	X TRIMESTER	XI TRIMESTER	XII TRIMESTER
	LAW OF TAXATION	CLINICAL COURSE - 1	CLINICAL COURSE - 2
	OPTIONAL – 1	OPTIONAL – 2	OPTIONAL - 3
	HONOURS – 1/1	HONOURS – 1/3	HONOURS – 2/1
	HONOURS – 1/2	HONOURS – 1/4	HONOURS – 2/2
V YEAR	XIII TRIMESTER	XIV TRIMESTER	XV TRIMESTER
	CLINICAL COURSE - 3	CLINICAL COURSE - 4	SEMINAR - 2
	HONOURS – 2/3	SEMINAR - 1	OPTIONAL - 5
	HONOURS – 2/4	OPTIONAL - 4	OPTIONAL - 6
	US LEGAL SYSTEM	EUROPEAN UNION LAW	ENGLISH LEGAL SYSTEM

The Course Plan mentioned above is only indicative and the University reserves the right to change the same in future, to suit the requirements of the profession / industry and as per the norms of the University / Bar Council of India / University Grants Commission.

SUBJECTS FOR OPTIONAL AND HONOURS COURSES:**Constitutional Law Group**

- ✓ Legal Philosophy including theory of Justice
- ✓ Indian Federalism
- ✓ Affirmative Action and Discriminative Justice
- ✓ Comparative Constitution
- ✓ Human Right Law and Practice
- ✓ Gender Justice and Feminist Jurisprudence
- ✓ Fiscal Responsibility & Management
- ✓ Local Self Government including Panchayat Administration
- ✓ Right to Information

- ✓ Civil Society & Public grievance
- ✓ Government Accounts & Audit
- ✓ Law on Education
- ✓ Media & Law
- ✓ Health Law
- ✓ Citizenship & Emigration Law
- ✓ Interpretation of Statutes and Principle of Legislation
- ✓ Legislative drafting

Business Law Group

- ✓ Law and Economics
- ✓ Banking Law
- ✓ Investment Law
- ✓ Financial Market Regulation
- ✓ Foreign Trade
- ✓ Law of Carriage
- ✓ Transportation Law
- ✓ Insurance Law
- ✓ Bankruptcy & Insolvency
- ✓ Corporate Governance
- ✓ Merger & Acquisition
- ✓ Competition Law
- ✓ Information Technology Law
- ✓ Direct Taxation
- ✓ Indirect Taxation
- ✓ Equity and Trust
- ✓ Law on Project Finance
- ✓ Law on Corporate Finance
- ✓ Law on Infrastructure Development
- ✓ Special Contract

International Trade Law

- ✓ International Trade Economics
- ✓ General Agreement on Tariff & Trade
- ✓ Double Taxation
- ✓ Dumping and Countervailing Duty
- ✓ Trade in Services & Emigration Law
- ✓ Cross Border Investment
- ✓ Agriculture
- ✓ Dispute Resolution
- ✓ International Monetary Fund
- ✓ Trade in Intellectual Property
- ✓ International Banking & Finance

Crime & Criminology

- ✓ Criminal Psychology
- ✓ Forensic Science
- ✓ International Criminal Law
- ✓ Prison Administration
- ✓ Penology & Victimology
- ✓ Offences Against Child & Juvenile Offence
- ✓ Women & Criminal Law
- ✓ IT Offences
- ✓ Probation and Parole
- ✓ Criminal Sociology
- ✓ Comparative Criminal Procedure
- ✓ Financial and Systemic Fraud
- ✓ White Collar Crime

International Law

- ✓ International Organization
- ✓ International Human Rights
- ✓ Private International Law

- ✓ International Environmental Law
- ✓ IMF & World Bank
- ✓ Regional Agreement & Regionalization
- ✓ UNCITRAL Model Codes
- ✓ International Labour Organization & Labour Laws
- ✓ International Dispute Resolution Bodies
- ✓ Maritime Law
- ✓ Law of the Sea and International River
- ✓ Humanitarian and Refugee Law
- ✓ International Criminal Law and International Criminal Court

Law & Agriculture

- ✓ Land Laws including Tenure & Tenancy system
- ✓ Law on Agriculture Infrastructure: seed, water, fertilizer, pesticide etc.
- ✓ Law on Agricultural Finance
- ✓ Law on Agricultural Labour
- ✓ Agricultural Marketing
- ✓ Farming & Cultivation
- ✓ Farmer and Breeders' Right
- ✓ Cooperative and Corporatization of Agriculture
- ✓ Dispute Resolution and Legal aid
- ✓ Agricultural Insurance
- ✓ Law on SMEs on agricultural processing and rural industry

Intellectual Property Law

- ✓ Patent Right creation and Registration
- ✓ Patent Drafting and Specification Writing
- ✓ IPR Management
- ✓ Copyright
- ✓ Trade Mark and Design
- ✓ Trade Secret and Technology transfer
- ✓ Other Forms of IPR creation and registration
- ✓ IPR Litigation
- ✓ IPR Transactions
- ✓ Life Patent
- ✓ Farmers and Breeders right
- ✓ Bio Diversity protection
- ✓ Information Technology
- ✓ IPR in Pharma Industry
- ✓ IPR in SMEs

* The list is subject to revision from time to time and approval from the competent authorities.

2. Master of Law (LLM)**Courses of Study****COURSE MATRIX FOR L.L.M. DEGREE COURSE**

Trimester-I	Trimester-II
Core Course: Law and Social Transformation in India. Core Course: Indian Constitutional Law: The New Challenges Core Course: Legal Education and Research Methodology	Core Course: Judicial Process Optional Course: Paper - I
Trimester-III	Trimester-IV
Optional Course: Paper-II Optional Course : Paper-III	Optional Course: Paper-IV Optional Course: Paper-V
Trimester - IV	Trimester - VI
Optional Course: Paper-VI Practical (Research Methodology, Law Teaching and Clinical Work)	Dissertation

THE UNIVERSITY OFFERS THE FOLLOWING OPTIONAL COURSES

1. International Law
2. Environmental Law
3. Corporate Law
4. Constitutional Law
5. Human Rights Law

SCHOOL OF BASIC SCIENCES**DEPARTMENT OF MATHEMATICS**

The Department of Mathematics offers a two years (4 semesters) Post graduate course. The course has been framed to provide a good Mathematical base for all technical subjects. The objectives of the Department are to promote all aspects of Mathematics as the necessary basis of scientific and technological developments. Its goals are to produce students who are critical and analytical thinkers. Curriculum: syllabi of the programmes run by the Department of Mathematics are designed at par with standards of central / state Universities like University of Delhi, JNU etc. and considering the requirements of industry in consultation with the experts from the industries and academia. The salient feature of these programmes is their flexibility. These programmes will make the ITM graduates able to face the challenges of technological and industrial growth as well as leading to an appreciable academic career. These programmes will also open an avenue to contemporary research through a year long. Project with individual supervision and industrial training.

Courses offered by the Department:

1. *Ph. D.*

M.Sc. (Mathematics) has been approved by the Board of Studies of the Department and Academic Council of the University. Detailed credits and scheme of studies shall be prepared and approved as and when the courses are commenced.

DEPARTMENT OF PHYSICS

The Department of Physics offers a two years post graduate course in Physics. Interface with industry is always given a great importance. Curriculum syllabi of the programmes run by the Department of Physics are designed at par with standards of central / state Universities like University of Delhi, JNU etc. and considering the requirements of industry in consultation with the experts from the industries and academia. The salient feature of these programmes is to make the ITM graduates able to face the challenges of technological and industrial growth and departments. These programmes will also open an avenue for contemporary research through a year long M.Sc. Project with individual supervision and industrial training.

The courses offered by the Department:

1. Ph. D.

M.Sc. (Physics) has been approved by the Board of Studies of the Department and Academic Council of the University. Detailed credits and scheme of studies shall be prepared and approved as and when the courses are commenced.

DEPARTMENT OF ENVIRONMENTAL SCIENCES

Department of Environmental Sciences offers post graduate (M.Sc) course in Environmental Sciences. This Department also provides an avenue for contemporary research through a year long M.Sc. Project with individual supervision and industrial training. With a vision to bridge the gap between class room and the real world, the objectives of the department under the School of Basic Sciences are to provide broad based knowledge in the subject and to prepare post graduates to face the challenges of technological and industrial growth as well as for suitable employment and to train them to face the challenges in the field of research and to peruse advanced study by introducing the compulsory project work in collaboration with the leading Industries and research organizations.

The courses offered by the department:

1. Ph. D.

M.Sc. (Environmental Sciences) has been approved by the board of Studies of the Department and Academic Council of the University. Detailed credits and scheme of studies shall be prepared and approved as and when the courses are commenced

SCHOOL OF HUMANITIES**DEPARTMENT OF ENGLISH**

Department of English offers two years (4 semester) post graduate (M.A.) courses. The Department also provides an opportunity for contemporary research through a year long M.A. Project with individual supervision and industrial training. The objectives of the Department are to promote all aspects of the Arts, Humanities, and Cultural Studies as the necessary basis of a holistic and liberal education. Its goals are to produce students who are critical and analytical thinkers, readers and writers, and thoroughly cognizant of historical and contemporary issues in literature, aesthetics, philosophy, politics, and gender studies. Interface with industry is always given a great importance. As a part of Industrial Institute Interaction, students are exposed to the actual work environment of various Industries. Hands-on training is offered to the students both on the conventional as well as in advanced techniques. Several initiatives for this have been taken. In particular one of the biggest achievements of the Department is its language lab which is equipped with an online practice course in English- comprising three software entitled, Study Skill Success, Connected Speech and Error Toler. Along with this: the lab is equipped with the recordings for listening exercises. The software Study Skill Success covers activities pertaining to reading, writing, grammar and vocabulary.

The courses offered by the Department:

1. Ph. D.

M.S. (English) has been approved by Board of Studies of the Department and Academic Council of the University. Detailed credits and scheme of studies shall be prepared and approved as and when the courses are commenced.

ORDINANCE 3**AWARD OF DEGREES, DIPLOMAS, CERTIFICATES AND OTHER ACADEMIC DISTINCTIONS**

The procedure for award of degrees, diplomas, certificates and other academic distinctions by the University shall be as follows:

1. The students who have been enrolled in various certificate, diploma or degree programmes at the university, on successful completion and passing of prescribed examinations for that particular programme, shall become entitled for the award of the corresponding certificate, diploma or degree for that programme, as the case may be.
2. A student would have been deemed to have successfully completed and passed the prescribed examinations provided he/she has.
 - a) Completed the credit requirements prescribed for that programme as provided in the Scheme of Studies for that programme and as approved by the Academic Council from time to time.
 - b) Has secured the minimum CGPA for passing as provided in the Credit Regulations for that programme
 - c) Has successfully completed and passed all the noncredit courses as specified in the prescribed Scheme of Studies
 - d) Has completed all the requirements within the stipulated time prescribed for that programme.
 - e) No fee/ or any other arrears are pending due to him/her
3. The names of the successful students along with their final result shall be placed before the Academic Council for the award of degrees, diplomas and certificates, as the case may be, to these students. Distinctions/ medals as per relevant Ordinances may also be approved by the Academic Council. A meeting of the Academic Council may be requisitioned for the purpose by the Registrar within two weeks, of the declaration of the results as per Section 38 of the Act.

On the approval by the Academic Council, provisional certificates, diplomas or degrees shall be issued to the respective students by the Registrar.
4. The provisional and final certificates, diplomas and degrees shall be signed by the Vice Chancellor.
5. The approval accorded by the Academic Council for the award of the Certificates, Diplomas, Degrees or any other distinctions /awards shall be placed before the Board of Management for its ratification. After ratification by the Board of Management, the degrees, diplomas and certificates shall be awarded to the passing out students at the University Convocation.
6. Convocation of the university shall be held every academic year for conferring degrees, diplomas, certificates and shall be conducted as specified in the Act/Statues. The dates for the convocation shall be notified by the Registrar well in advance to all the students being awarded degrees, diplomas, certificates and other participants with concurrence of the Visitor/ Chancellor.
7. The award of Ph. D degree shall be governed by rules as laid down in the Ordinance for Ph.D rules/ regulations. However, Ph.D degrees will also be conferred at the convocation held as at para 6 above.

ORDINANCE 4**FEE CONCESSION, FELLOWSHIPS, MEDALS AND PRIZES**

As provided for in the Act and for encouraging academic excellence as well as helping the economically & socially weaker students, the University shall have various schemes for fee concession and Merit & Merit Cum Means Scholarships:

1. The fee concessions/fellowships/medals/prizes shall be awarded on the recommendation of the Fee concession/Fellowship Committee consisting of and as approved by Academic Council -

(i). Vice Chancellor	---	Chairperson
(ii). One member of Sponsoring Body	---	Member
(iii). Dean of Academics	---	Member
(iv). Dean of Students.	---	Member
(v). One member of each School (Not less than the rank of Prof.)	---	Member
(vi). The Registrar	---	Member Secretary

FEE CONCESSIONS

2. The fee concessions to the students of ITM University will be awarded on the basis of merit-cum-means and shall be awarded to 25% of students who are domicile of Haryana in accordance with Haryana Private University Act, 2006. The fee concessions shall be as per Clause No. 36(2) of the Act which states that:

"The fee structure for the 25% of total intake of students who are domicile of Haryana shall be based on merit cum means as follows":

- (i) 5% shall be granted full fee exemption.
- (ii) 10% shall be granted 50% fee concession.
- (iii) 10% shall be granted 25% fee concession.

The actual expenses on account of the fee concessions for all the programmes running under ITM University would be provided for, after completion of the admission process each year, based on actual number of enrolments.

Notwithstanding the fee concessions and award of scholarships, all candidates selected for admission will have to deposit their fee as per Section 3 of the Ordinance 6 to secure their admission. On grant of fee concessions and/or award of scholarships, if at all, by the Fee Concession/Fellowship Committee, the fee concession amount will be refunded to the admitted students subsequently, within two weeks of the last date of admission.

3. Fee concessions shall be granted to admitted students in the first year on the basis of the performance in the entrance examination/ merit-cum-means list of the concerned programme and in the later years on the basis of their satisfactory academic performance during the course of study and as per the conditions laid down under '*Applicability and Continuity of Fee Concessions*' referred in para 6 below.
4. Students already getting fee concessions from any other Govt./Non-Govt. organizations/ institutions shall not be eligible for the fee concession under any Scheme.

5. APPLICATIONS FOR FEE CONCESSION

- (i) Interested eligible candidates shall submit their application in the prescribed form along with the required proofs on or before the last date notified each year by the University at the commencement of the academic session.
- (ii) Candidates along with Parents may be called for interaction with the Committee to help in assessment of the financial position. Failure of the parent to come can invalidate the application and/or delay the reimbursement, if at all applicable.

6. APPLICABILITY & CONTINUITY OF FEE CONCESSION

- (i) Must meet the eligibility criteria for continuation of registration in terms of Ordinance 11 (a) 'Course Credit Regulations and Grading System'.
- (ii) Must meet the attendance criteria of ITM University as per Ordinance 11 (a).
- (iii) Must not be suspended for any grave act of indiscipline as decided by the Disciplinary Committee of ITM University in terms of Ordinance 8.
- (iv) No case of ragging against the student.
- (v) Must have attended all 'Value Added' courses for sharpening his/her career prospects.

7. SCHOLARSHIPS

- (i) In addition to the fee concession, the University will endeavor to facilitate academic scholarships from industry/ other institutions. The University may enter into MOUs with industry/ other institutions to facilitate the process of grant of scholarship to meritorious students.
- (ii) The University may also constitute merit scholarships as well as scholarships for economically & socially weaker students from time to time, depending upon the budget available and subject to approval by Academic Council & Board of Management, to encourage excellence in academics as well as be responsive to social needs.

MEDALS & PRIZES

- 8 The University shall acknowledge the rankers of each programme (specialization-wise wherever applicable) by awarding them the gold, silver and bronze medals to be distributed at the time of Convocation. Students shall also be appreciated by awarding Certificates to those who pass out with CGPA equivalent to marks with Distinction or such other criteria as may be approved by the Board of Management. The list of the Medal & Prize winner students shall be approved by the Academic Council.
- 9 The Board of Management retains the right to deviate from, or suspend, any part of these guidelines for good reason and in the interest of academic standards and/or fairness to students.
- 10 The above rules are subject to review and change from time to time as per the prescribed procedure of the University.

ORDINANCE 5**CONDUCT OF EXAMINATIONS**

Free, fair, transparent, timely and effective conduct of examination is the cornerstone for quality & academic excellence at the University. This Ordinance lays down the procedures & guidelines for achieving these objectives:

1. PREAMBLE :

The Haryana Private University Act 2006 (Haryana Act No 32 of 2006) in paras 37 and 38 amplify on the Conduct of examinations and Declaration of results. They are reproduced as under :

2. EXAMINATIONS

- (i) "At the beginning of each Academic Session and in any case not later than the 30th of August of every calendar year, the university shall prepare and publish a semester wise or annual, as the case may be, Schedule of examinations for each and every course conducted by it and shall strictly adhere to the Schedule."
- (ii) Explanation – "Schedule of Examination" means a table giving details about the time, day and date of the commencement of each paper which is a part of a scheme of examinations and shall also include the details about the practical examination"
- (iii) "Provided that if, for any reason whatsoever, the university has been unable to follow the Schedule, it shall, as soon as may be practicable, submit a report to the Government incorporating the detailed reasons for making a departure from the published Schedule. The Government may, on considering the report shall issue such directions to the university as it may deem fit."

3. DECLARATION OF RESULT

"(1) The university shall strive to declare the results of every examination conducted by it within a period of thirty days from the last date of the examination for that particular course and shall in any case declare the results latest within a period of forty-five days from such date :"

"Provided that if, for any reason whatsoever, the university is unable to finally declare the results of any examination within the aforesaid period of forty-five days, it shall submit a report incorporating the detailed reasons for such delay to the Government. The Government may, on considering the report shall issue such directions to the university as it may deem fit."

"(2) No examination or the results of an examination shall be held invalid only for the reasons that the university has not followed the schedule as stipulated in section -37 or, as the case may be, in this section."

Nothing contained in this Ordinance shall be interpreted at a variance to Paras 37 and 38 of the said Act reproduced above.

4. SHORT TITLE AND APPLICABILITY

- (i) This Ordinance governs the Examination system of ITM University and shall take effect from date of approval of the First Ordinance.
- (ii) Based on this Ordinance the "Examination Conduct Rules" shall be prepared by the University. They shall be read in conjunction with the Ordinance 11 (a) "Course Credit Regulations & Grading System – ITM University".
- (iii) This Ordinance shall be applicable for all examinations conducted at ITM University.

5. OBJECTIVES:

- (i) To conduct the examinations on time and efficiently, under strict supervision, without allowing any malpractice to occur at any stage.
- (ii) To declare the results of the examinations on time and with complete accuracy.
- (iii) To offer the best services to the students and faculty with the overall aim of improving the quality of education provided.

6. TYPE OF EXAMINATIONS, ACADEMIC YEAR, DATES & MEDIUM OF EXAMINATIONS:

(i) TYPE OF EXAMINATIONS

There are two types of examinations, at ITM University:

Major Tests: Major Test shall be held at the end of each semester and will cover the entire course of the syllabus in that semester.

Minor Tests: There will be two Minor Tests in each semester. Each Minor Test will be from the portion of the syllabus covered upto that period.

The above Major & Minor Tests are in addition to the Class Tests, Tutorial Assessments, Projects and Industrial visits evaluations, as conducted at the School or Departmental level.

(ii) ACADEMIC YEAR

The academic year runs for a period of approximately twelve months and comprises of two semesters or three trimesters as per the 'Details of courses of study under various programmes' (Ordinance 2).

(iii) DATE OF EXAMINATIONS

The dates of all the examinations shall be as per the University Academic Calendar.

(iv) Medium of Examinations

The Medium of Examinations shall be English.

7. EXAMINATION PROCESS:

In order to conduct examinations in an efficient, strict and transparent manner, the system must have its requisite components in place, i.e. paper setting with utmost regard to secrecy, correctness and confidentiality; the physical conduct of the examination with due supervision and invigilation, a fair and an efficient evaluation system and finally the dissemination of results and record keeping of grades in a timely and factually correct manner. For this purpose the Examination Committee and the Controller of Examinations function as outlined in paras 8 & 9 below.

8. EXAMINATION COMMITTEE:

(i) The Examination Committee shall consist of the following members:

Director General	Chairman
Dean (Academics)	Member
Director of School	Member
One Sr. Faculty	Members
(Associate Professor & above nominated by each School)	
Controller of Examinations	Member Secretary

(ii) Functioning

- a) The Committee shall report to the Academic Council for its functioning.
- b) The Examination Committee shall meet at least twice in each semester or as decided by the Chairman and notified by the COE
- c) The Committee may also invite any other person as a Special Invitee.
- d) The Minutes of the meetings shall be prepared and distributed by the COE after due approval of the Chairman.

(iv) Responsibilities of the Examination Committee:

- a) Take all decisions with regard to the Examination System as per Examination Conduct Rules.
- b) Oversee the affairs of the Controller of Examinations and guide, suggest and issue instructions to the COE from time to time.
- c) To scrutinize the duly validated complaints against the question papers and to take necessary action.
- d) To exercise such other powers as the Academic Council may delegate to it from time to time

9. CONTROLLER OF EXAMINATIONS (COE)

- (i) The Controller of Examinations shall be the overall In-charge for planning, conduct and administering of the Examination system. He shall be responsible for the timely conduct of examinations in a disciplined, efficient and transparent manner. He will issue and maintain all notifications, circulars and instructions related to the examinations.
- (ii) The COE shall be responsible for all arrangements connected with the conduct of examinations, including examination rooms, seating, answer books, question papers, display & record of results.
- (iii) The COE will be responsible for the declaration of the results.
- (iv) The COE will report to the Registrar and work in close cooperation with Dean (Academics) and Controller of Records (COR).
- (v) The COE will submit a '*Report on Examination*' after each Major/Minor Test to include (but not limited to) attendance, Unfair means cases, Invigilation and overall conduct of the examination, highlighting any noteworthy occurrence.

10. PRE EXAMINATION PROCEDURE

- (i) **SCHEDULE OF EXAMINATIONS:** At the beginning of the each academic year but not later than 30th August of each year the Controller of Examinations shall issue the notification of examinations for each and every Programme of study, in accordance with the Academic Calendar which shall be strictly adhered to.

(ii) ELIGIBILITY CRITERIA:

No candidate shall be eligible for appearing in an examination unless he/she-

- (a) Has submitted the duly completed Examination Form.
- (b) Has been registered in the said course as a student in accordance with the existing rules of ITM University.

- (b) Fulfills the minimum academic requirements mentioned in the Credit Regulations and Grading System for appearing in an examination.
- (d) Fulfills the Attendance Rules for Major tests as prescribed by ITM University and is not debarred from the examinations under any Rule of discipline of ITM University, or from the Examinations under any Administrative grounds or Legal/ Court proceedings.
- (iii) **ADMIT CARDS:**
The COE shall issue an Admit Card complete with photograph, specimen signature and Roll Number in favor of a candidate if the candidate is eligible for admission to the examination.
- (iv) **MISREPRESENTATION OR SUPPRESSION OF INFORMATION** if detected in the Examination form filled by the candidate the same shall result in his/ her results being withheld & fees forfeited, apart from initiation of disciplinary proceedings against the candidate.
- (v) **DISPLAY OF EXAMINATION SCHEDULE:**
The COE shall issue and display the Examination Schedule for examinations on the Examination Notice board for the information of all concerned. COE will further ensure that this information is also displayed on the University official website "www.itmindia.edu".

11. EXAMINATION PROCEDURE (CONDUCT OF EXAMINATIONS)

- (i) **PANEL OF EXAMINERS:** This Panel includes internal and external experts drawn from the Board of Studies panel of the concerned School / Department and approved by the Vice Chancellor. The panel of examiners shall be valid for a period of two years. It shall be called to perform various functions like vetting of question papers, review of evaluated answer sheets or to review the overall examination process.
- (ii) **INTERNAL EXAMINERS:** This group includes all faculty members teaching any of the courses. They shall participate in the entire evaluation process during the semester to include evaluation of projects, tutorials, assignments, class tests, quizzes and checking of answer sheets of minor / major tests.
- (iii) **PAPER SETTER:** He/she is one of the internal examiners, and is appointed by the Vice- Chancellor for the purpose of setting of question papers for a said course for minor / major tests. The paper setter shall follow the procedures at para 11 (v) and 11 (vi) below and may receive any other guidelines from the Panel of Examiners.
- (iv) **CALL FOR QUESTION PAPER SETTING:** COE will request the HODs for setting of question papers well in time. Two distinct question papers will be set by the paper setter as given in para 11 (iii) above. The paper setter appointed will submit the question papers (hard copy only) to their HODs in a sealed cover, who after due verification with subject experts from the Panel of Examiners (as per para 11 (i) above) shall hand them over to the COE in a sealed cover.
- (v) **PAPER FORMAT:** Major Tests (Semester End Examinations): The time duration of Major test papers will be of three hours (four hours in case of any design course, if required). Test papers may have a mix of subjective type and short-answer type questions. The upper limit of short answer type questions shall not exceed 30% of the total marks. As regards choice (if any), the same shall be limited to a maximum of 20% of total marks.
- (vi) **MINOR TESTS:** The time duration of Minor test papers will be of one and half hours. There will be at least 50% subjective questions, except in language courses. There will be no choice in the Minor Test papers.

The foregoing is tabulated in summary as under:

TEST	DURATION	TYPE	% MARKS	CHOICE
MAJOR	3 Hours (4 hours for Design courses if required by the Dept.)	Subjective	70-100%	≤ 20 %
		Short answer	≤ 30 %	
MINOR (2)	1.5 Hours each	Subjective (flexibility for language courses)	≥ 50 %	Nil
		Short answer	Max 50%	

(%age calculations to be based on maximum marks achievable)

(vii) **PRACTICALS:**

There will be no centralized arrangement for the practical examinations. The faculty member teaching the course will take one mid semester practical examination. The end semester practical examination, including viva voce will be held in the last two weeks of the Academic semester. One additional faculty member will be deputed by concerned Dept. for each end semester practical examination. Notice to the students will be given by the concerned Department faculty, at least one week before the mid semester practical exam and two weeks before the end semester exam. Results shall be compiled by the respective Schools and submitted to Dean Academics Office.

(viii) **PRINTING OF QUESTION PAPERS:** In-house photocopy/ printing of question papers will be the sole responsibility of COE ensuring complete confidentiality.

12 DEPUTATION OF EXAMINATION SUPERINTENDENT

- (i) For Major Tests, the Vice Chancellor may appoint one faculty member (not below rank of Associate Professor) from any School / Department in rotation, as Examination Superintendent for a specified period or a particular examination. At least 3 days before the commencement of examinations, the Examination Superintendent shall be provided with a Superintendent's Packet containing Book of Instructions, Invigilation guidelines, Roll No. of candidates appearing in the examinations along with their attendance chart, and all other examination materials by the office the COE.
- (ii) No Examination Superintendent shall be deputed for Minor Tests. The COE shall conduct the Minor Tests with the help of required faculty members and technical staff in consultation with HODs.

13 INVIGILATORS AND SUPERVISORY STAFF:

- (i) Required number of Invigilators and other Supervisory staff drawn from faculty and technical staff of the University shall be provided by the Departments/ Schools for the smooth conduct of examinations. Once the names have been received from the HODs, the COE shall issue the list of Invigilators and Supervisory staff, allotting their respective Examination duties. Generally, no change of Invigilators shall be accepted.
- (ii) **OBSERVER / FLYING SQUAD :** The Vice Chancellor shall appoint an Observer or Flying Squad who shall be provided with the Schedule of examinations and can choose the day /time for their random visits to the Examination centre. The Observer /Flying Squad shall submit their written report in a sealed cover to the Vice Chancellor. The Observer/Flying Squad may be internal from ITM University or external.
- (iii) **PROVISION FOR WRITER:** In case of major sickness/ disability of the candidate due to which he/she can not write his/ her own paper, the candidate may apply, along with a Medical certificate issued by a Senior Doctor from a Govt. Hospital, addressed to the Chairman Examination Committee to allow him/ her a Writer to write the papers on his/ her behalf. The Chairman Examination Committee after examining the case, and if satisfied may grant permission for the same. COE will ensure that the Writer provided to the student by the University does not have any knowledge of that subject/ paper.

- (iv) **DISPLAY OF SEATING AND DAILY REPORT:** The COE shall display on the Examination Notice Board the room numbers, directing the students to the concerned rooms, one day before the commencement of the examination.

The Examinations shall be conducted on the scheduled date/ time as notified by the COE. In case of unavoidable circumstances, if any examination is postponed/ rescheduled, the students shall be notified of the same by COE on the Examination Notice Board and University official website "www.itmindia.edu". No individual information shall be sent to candidates.

14. DISCIPLINE (USE OF UNFAIR MEANS):

(i) The following will constitute the Use of Unfair Means:

- a) Any candidate found having in his possession or accessible to him/her or near by him/her, any papers, books or notes, pen drives, electronic devices (except non programmable calculators), written or printed matter or any kind of unauthorized material.
- b) Writing during the examination hours on any paper other than the answer-book, any portion of the question paper.
- c) Talking to another candidate or to any person other than the members of the Examination Staff, in or outside the Examination Hall.
- d) Consulting notes/books outside the Examination Hall.
- e) Copying from some book or notes or from the answer of some other candidate or helping another candidate.
- f) Receiving or giving help from/ to another candidate during the examination including receiving/ sending SMS or any electronic messaging.
- g) Disclosing his identity deliberately or making any distinctive mark in his/her answer book for that purpose or making an appeal to the Examiner through the answer book or using abusive language on the answer-book; communicating or attempting to communicate directly or indirectly through a person, relative, guardian or friend to the Invigilator/Examination Supdt. or any other official with the object of influencing them.
- h) Swallowing/destroying any notes, paper etc. found with him/ her.
- i) Failure of handing over his/her answer-book to the Invigilator or taking away his/her own answer book, out of the examination hall.
- j) Found guilty of destroying or attempting to destroy the evidence or any University property.
- k) In case, a person, who is not a bonafide candidate if found guilty, is found to be taking an Examination on behalf of a bona fide candidate, it will be assumed that this impersonation is being done at the instance and with the connivance of the bona fide candidate and action against such a person and the bonafide candidate would be taken as under:
 - i. The bonafide candidate, who did not take the Examination himself/herself shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future.
 - ii. In case the person, who has impersonated the bonafide candidate, is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
 - iii. If the person, who has impersonated the bonafide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.

(ii) Discipline - Expulsion from Examination:

- a) Candidates shall maintain absolute discipline in the examination hall. If a candidate disobeys the instructions of the invigilator(s) or misbehaves in any manner, he/ she can be expelled from the examination by the Examination Superintendent, if necessary.
- b) If a candidate acts in a violent manner or uses force or makes a display of force towards any invigilator or any other staff/person at the Examination Center or acts in a manner likely to hinder the authorities in discharging their duties, the Examination Superintendent may expel the candidate from the examination.
- c) If a candidate brings any dangerous weapon at the examination center he would be expelled from the examination and disciplinary action initiated against the candidate.
- d) Candidate expelled on any of the grounds mentioned above may not be allowed to appear in the subsequent papers, based on the reasons for expulsion.
- e) All disciplinary matters /Unfair Means Cases shall be forwarded to the Chairman UMC Action Committee by COE. The UMC Action Committee may punish a candidate by canceling his examination and/or debarring him from appearing in any examination of the Institute for one or more years after giving the candidate an opportunity to Show Cause and after considering any explanation submitted by the candidate and all available evidence and facts of the case.

(iii) Procedure for award of the punishment under unfair means cases:

- a) The COE shall send a Show cause Notice to the candidate, followed by requirement to attend a hearing of the student alleged to be guilty of malpractice/ using unfair means, asking him/ her to submit his/ her plea in writing and appear personally before the UMC Action Committee on a fixed date, time and place.
- b) The COE shall place the Unfair means case (s) before the UMC Action Committee for a decision in a time bound manner. The UMC Action Committee shall consider the reply to show cause, all available evidence, statements and facts of the case and decide on the action to be taken.
- c) In case the candidate does not appear before the Action Committee on the date and time of hearing as mentioned in the Show Cause Notice, the case will be heard exparte and disposed off after due consideration of facts of the case, available evidence and records, without any further chance provided.
- d) Recommendation of the UMC Action Committee shall be conveyed to the Chairman Examination Committee, who after satisfying himself with the action to be taken shall promulgate the award of punishment, notifying all concerned.

(iv) ACTION AGAINST THE CANDIDATE

- a) If a student is found guilty of any malpractice in any paper during the Examination and if the UMC Action Committee is satisfied that the candidate actions are not premeditated, then the result of that paper or all the papers in that Semester Examination may be cancelled.
- b) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination, the UMC Action Committee if satisfied that the action of the candidate was premeditated, then it may cancel his/her said paper, or all papers of the said examination or debarred from examination upto a period of one year, depending upon the nature of the offence.
- c) The UMC Action Committee may cancel the said examination of a candidate and/or debar him from appearing in an examination for the entire semester or more, for an offence of use of threatening to force or use of violence or if it is concluded that the candidate was in any manner guilty of serious misconduct in connection with his examination and/or was instrumental in or has abetted the tampering of Institute records including the answer books, mark-sheets, result chart,

degree, diplomas or if the candidate has suppressed information or misrepresentation of information to fraudulently enroll in an examination.

(v) **Members of Unfair Means Action Committee shall be:**

Head of a School / Department (nominated by Vice Chancellor by rotation)	—	Chairman
Two Professors(nominated by Vice Chancellor)	--	Members
Registrar	--	Member
Controller of Examinations	--	Member Secretary

The tenure of the Chairman and Nominated Members shall be two years. The COE shall be required only to present the cases and not be involved in the decision making process.

(vi) **APPEAL TO THE HIGHER COMMITTEE:**

A candidate may appeal in writing to the Higher Committee within four days of issue of Notification of punishment by the Chairman Examination Committee. The Higher Committee shall consist of:

A Member of Governing Body	-	Chairman
Vice Chancellor	-	Member
Director General	-	Member

The Appeal shall be considered in light of any new material/ evidence provided by the candidate.

15 POST EXAMINATION PROCEDURE (EVALUATION AND GRADING):

To oversee the process of evaluation, a Committee shall be constituted at HOD level to include an external expert from the BOS approved Panel of Examiners. The Committee, headed by the HOD shall also provide redressal of grievances to students, if any.

- (i) **EVALUATION OF ANSWER BOOKS:** Major Tests: Answer books shall be evaluated centrally in the University premises, by the Internal Examiners as per para 11 (ii) above.

MINOR TESTS: Answer books shall be evaluated by concerned faculty, under the arrangements of the HOD/HOS.

VETTING: Vetting of answer scripts through random selection shall be done under arrangements of the HOD through Panel of Examiners constituted as per para 11 (i) above and ensure fairness and uniformity in the evaluation process.

INK: The Examiner will be permitted to use red ink only for checking of answer books. Vetting shall be done using green ink.

- (ii) **SHOWING OF ANSWER BOOKS:** Students will be allowed to see their answer books, prior to moderation of grades. The concerned faculty shall notify the timings to show the answer books to the students. In case if a student is found tampering with the answer book while seeing them, the same shall be treated as an Unfair Means case.
- (iii) **SUBMISSION & DISPLAY OF GRADES:** The grades of a course will be forwarded by the Course Coordinator to the Programme Coordinator who will consolidate the grades of all courses and submit it to the Head of the Department. The SGPA/ TGPA (for Law)/ CGPA shall be calculated at the School/Departmental level by the Programme Coordinator. Moderation of grades as per procedure mentioned in "Course Credit Regulations & Grading System" and compilation of results including due check of all its aspects will be done at the Department/School level. HODs will forward the final grades to the Dean Academics, who will carry out data check, marks & grades equivalence and bring out discrepancies, if any, to the immediate notice of HOD concerned. After rectifications are ensured, the Dean Academics, in coordination with COR will forward the results to the COE for display.
- (iv) **DECLARATION OF RESULTS:** The results will be declared by the COE by displaying them on the Examination Notice Board and University official website "www.itmindia.edu". The date of

declaration of the results shall be in accordance with the schedule given in the Academic Calendar but in no case later than 30 days after the last date of examination.

- (v) **CUSTODY OF EVALUATED ANSWER BOOKS:** The Controller of Examinations will retain the evaluated answer books in safe custody for a period of one year from the date of Examination. Thereafter, these answer books shall be destroyed, keeping due records of the destruction.
- (vi) **LOSS OF ANSWER BOOK OF ANY CANDIDATE:** A candidate whose answer book is lost, after having been received by the Concerned Invigilator shall, unless he/she opts for re examination, be deemed to have obtained marks/ grades in that paper equal to the average marks/ grade obtained by him/ her in the other papers of that semester. If there is any dispute in this matter, the decision of Vice Chancellor shall be final.
- (vii) **IMPROVEMENT OF CGPA:** Students missing their degree by a very narrow margin, may attempt to improve their CGPA by taking more eligible credit courses. However, their improved CGPA will be restricted to the minimum eligible CGPA requirements for the degree as per 'Course Credit Regulations and Grading System' of ITM University.
- (viii) **RE-EVALUATION:** Re-evaluation of answer books shall be permitted in Major Tests only. For revaluation of answer books, students may apply on prescribed Form, along with the prescribed fees, within seven days from the date of publication of results. There shall be no re-evaluation in the following marks/assessment:
 - i. Lab / Practical examinations,
 - ii. Viva-Voce,
 - iii. Thesis/Dissertation evaluation,
 - iv. Project Report evaluation

The re-evaluation of answer books, shall be done by the faculty concerned with the evaluation.

16 AWARD OF DEGREES/ CERTIFICATES/ GRADES:

- (i) **DEGREE:** Each successful candidate shall be awarded a Degree of having successfully completed the entire programme of study. Degrees and Consolidated Grade Cards shall be awarded with the name and logo of ITM University (Also refer Ordinance 3).
- (ii) **MIGRATION CERTIFICATES:** A candidate, who has passed the final semester examinations of a programme, may apply for Migration Certificate from the University. The Migration Certificate shall be issued by the University as per the guidelines issued from time to time.

17 DISSEMINATION OF INFORMATION:

All Notices or Circulars regarding the conduct of examinations, date sheets, results and the payment of fees etc. related to examinations will be displayed by the Controller of Examinations on the Examination Notice Board of the Institute and the same will also be displayed on the University website, where so mentioned in these Rules. Students must see the Examination Notice Board and refer to ITM University website for all information regularly and get updated. The ITM University shall not be held responsible if any student misses to note the information on the Notice Board/Website. The expiry period of notices, circulars displayed on the Notice Board/Website will be 15 days from the date of its display on the Notice Board/Website.

18 INTERPRETATION OF RULES AND JURISDICTION:

In case of clarification on any of the clauses in this Ordinance, the interpretation of the Dean (Academics) will be final and binding. The jurisdiction on any legal matter arising out of this Ordinance shall be the Courts of Gurgaon, Haryana only.

- 19 This Ordinance is subject to change from time to time with the approval of the competent Authority. The Examination Committee retains the right to deviate from, or suspend, any guidelines for good reason and in the interest of academic standards and/or fairness to students subject to its conformity to the Act.

ORDINANCE 6**FEE STRUCTURE**

The fee structure of the University shall be designed to be adequate to cover the costs of providing quality education including modern infrastructure, well equipped labs for practical orientation, drawing and retaining the best, well qualified & experienced faculty providing special professional courses to enhance employability of students and creating abundant other necessary facilities for all round professional development of students. At the same time, the University shall also ensure full compliance to its obligations under the Act to provide fee concessions to the specified categories of the students as follows:

1 FEE STRUCTURE

- (i) The University shall, from time to time prepare its fee structure and shall send it for information to the Government of Haryana at least 30 days before the commencement of the academic session. For Academic Session 2010 – 2011, the fee structure is enclosed at Para 3 of the Ordinance.
- (ii) Fee Structure applicable in the year of admission shall be subject to a year on year increase of 3%.
- (iii) The fee structure for the 25% of the students who are domicile of Haryana shall be based on merit-cum-means and be as follows: -
 - i. 5% out of the 25% shall be granted full fee exemption.
 - ii. 10% out of the 25% shall be granted 50% fee concession.
 - iii. The balance 10% of the 25% shall be granted 25% fee concession.
- (iv) No other fee/fund (except Hostel fee) by whatsoever name called shall be payable by a student, other than prescribed in the year of his/her admission.
- (v) While fixing the fee structure, the University will take due care to ensure that it retains its unaided self financed status by recovering its actual revenue and capital costs including the interest payable on loans and the fee concessions awarded as per the Act.
- (vi) The University may prescribe a different fee structure for each course, for Resident Indian Students and for children/wards of Non Resident Indians.

2. PAYMENT – MODE & SCHEDULE

- (i) The total fee for the year will be payable in two equal bi-annual installments.
- (ii) Fees cannot be paid in part or installments.
- (iii) Fees can only be paid by Demand Draft or Cash. All demand drafts shall be made favouring 'ITM University' and shall be payable at 'Gurgaon' or 'New Delhi'. Local cheques may also be paid but will be subject to realization. However, no cheques will be accepted at the time of admissions to ensure timely and fair completion of the admission process.
- (iv) Fee paid by a student is not refundable under any circumstances in part or whole after commencement of the academic session.
- (v) Student must obtain a receipt for every payment made to the University as that shall constitute their only proof of payment.
- (vi) Fees must only be paid at the Accounts Office of the University.

3. **FEE for the Academic year 2010-2011****FEES STRUCTURE
ACADEMIC SESSION 2010 – 2011****(AMOUNT IN RUPEES PER ANNUM).**

COURSE	RESIDENT INDIAN STUDENTS	CHILD/WARD OF NRI
UG COURSES		
B. Tech	1,75,000	3,50,000
BBA	1,20,000	1,75,000
BBA – LLB (Hons.)	1,25,000	2,00,000
PG COURSES		
M. Tech.	1,75,000	3,50,000
MBA	2,50,000	3,75,000
LLM	1,25,000	2,00,000
M.Sc.	85,000	1,70,000
RESEARCH COURSE		
M. Phil.	1,75,000	3,50,000
Ph. D	60,000	1,20,000

Fee Structure applicable in the year of admission shall be subject to a year on year increase of 3%.

4. **REVISIONS**

The fee may be revised, as necessary, in accordance with the Section 1 of the Ordinance for every new batch on year to year basis and shall be notified as part of the Admission Notice/APSP – 20XX for a particular year, before start of admission.

5. **HOSTEL CHARGES**

Hostel charges (where applicable) shall include the cost of boarding & lodging and shall be charged separately from the residents. In addition to the Hostel Fees, the residents shall have to deposit one time interest free refundable security deposit, as prescribed by the University.

6. **AMENDMENTS**

The above rules are subject to review and amendments from time to time as per the prescribed procedure of the University.

ORDINANCE 7**HOSTEL/STUDENT RESIDENCES**

The University shall make all efforts to provide convenient & suitable residential accommodation to its non – day scholars desirous of having hostel accommodation.

1. PREAMBLE

- (i) Hostel accommodation, on a shared basis, shall be arranged by the University, off campus, separately for boys and girls. The hostel shall provide a comfortable home away from home. It shall have all the facilities that help the students to live and grow in an environment that they can identify as their home.
- (ii) At the same time, it shall also recognize the uniqueness of each individual and enable its members to synergize in a manner that enriches residential community life. The Hostel be designed to provide every facility for study, leisure and enjoyment, which can add to the experience of University education.

2. GENERAL

- (i) All the hostel rooms shall be furnished with beds, study tables, chairs and cupboards and equipped with ceiling fans and lights. Special facilities for air conditioners as use on extra payment basis shall also be provided. The students who are interested in installing air conditioners will have to apply for the same and then install the air conditioners and pay the actual electricity cost. Besides, for all its residents, the Hostel shall consist of a common dining hall, a common recreation room with a T.V., incoming call facility, a Kitchen and common bathrooms. Geysers shall be provided in all bathrooms.
- (ii) Being a fully self financed, unaided University, the hostels shall not be subsidized by the University in any manner. It shall be run as a self financed hostel on a no profit no loss basis by recovering all actual costs of running and maintaining the said hostel and mess, including its rent. The actual cost is to be recovered equitably from all students occupying the hostel. The University may outsource the hostel services to an external agency, if required, under the overall management of the University.
- (iii) If it is found at any point, even after the hostel has been occupied, that all the actual costs of running and maintaining the said hostel are not being recovered, the University reserves the right to recover the actual cost equitably from all the residents.
- (iv) Hostel accommodation shall be given for one year at a time commencing from the start of Academic Year.

3. APPLICABILITY

Accommodation in the hostel cannot be claimed as a matter of right by any student. All students enrolled with the University as regular students except ex-students are entitled to apply and be considered for hostel accommodation.

4. PROCEDURE FOR SEEKING THE HOSTELS ACCOMMODATION**(i) ADMISSION**

A student admitted to the University & desirous of seeking hostel accommodation may apply filling in the prescribed application form available with the Assistant Administrative Officer, at the beginning of every academic year. The dates for the same shall be put on the notice board of the hostel. Assistant Administrative Officer / Admission in charge then shall send the filled forms to the Hostel Committee (HC). The decision of the H.C. is final and binding. Once the decision is taken,

the list of selected students shall be displayed on the Notice Board. On deposit of the hostel fees with the Accounts Section, a list of names with receipt of payment shall be sent to the Hostel in-charge.

(ii) **ORIENTATION**

On the first day, an orientation programme will be held and students will be made aware of the arrangements for their board and lodging, as well as the rules and regulations.

5. WHOSE DECISION SHALL BE FINAL & BINDING

The decision of the Hostel Committee constituted by the Board of Management of the University in accepting or rejecting any application and in granting or refusing admission and in all matters relating to the efficient running and maintenance of the hostel shall be final and binding on all concerned and the University shall not be obliged to assign any reason and / or explanations whatsoever in this regard.

6. CRITERION FOR SELECTION

(i) All applications submitted for hostel accommodation by the last date prescribed shall be scrutinized by the Hostel Committee constituted by the Board of Management of the University. The hostel committee shall consist of the following persons.

- a) Nominee of Vice-Chancellor who shall in any case not be below the rank of Head of Department;
- b) Non Resident Hostel In charge who shall in any case not be below the rank of Asst. Professor
- c) One Professor/Assoc. Professor / Asst. Professor to be nominated by the Governing Body of the University.
- d) Administration Officer or Warden / Matron of the hostel.

(ii) **The following parameters shall be considered for granting admission to the hostel:**

- a) Preference shall be given to any student who is suffering from any physical disability (but is self dependant) and for whom, commuting to the University on a daily basis, shall be a problem.
- b) Where no physical disability exists, academic performance in the class XII examination or university exam, whichever is later, shall be considered. A student with higher marks shall be given preference.
- c) Candidates coming from longer distances will be given preference.
- d) Preference shall also be given to students who have not availed themselves of hostel accommodation earlier.
- e) Any student who has been expelled from the hostel and / or University in the past or whose conduct has been unsatisfactory and whose presence is likely to disturb the peace and dignity of the hostel and its other residents shall not be considered for hostel admission.
- f) Local candidates in special cases can also avail themselves of hostel facilities by seeking permission from the authority.

7. DISTRIBUTION OF HOSTEL ACCOMMODATION

Every student admitted to the hostel shall be bound to accept the room allotted to him/her. He/she cannot change the room under any circumstances. Once a student is admitted to the Hostel he shall have to submit relevant undertaking for abiding by the rules.

8. HOSTEL CHARGES

Fees shall be determined by the Hostel Committee on a annual basis. Once the fee has been determined, it shall be applicable for the academic year.

For the purpose of determining fees, the Hostel Committee shall consider all actual costs in the running and maintenance of the hostel and its mess, including its rent, which shall be run in a cost effective manner.

Fees shall be payable in advance for each semester (starting from the first day of classes till the last day of Exam of the semester) and not later than the last date specified from time to time. In case a student admitted to the hostel fails to pay the fees in time, his/her hostel admission shall stand automatically cancelled, without any further obligation on the University / Hostel Committee to issue notice of such cancellation. In such a situation the Hostel Committee can allot the seat to another student, at its discretion.

Hostel fees once paid is not refundable under any circumstances, even in case a candidate withdraws or is withdrawn during mid course i.e. while the semester is underway. Lastly, fees are to be paid in whole and not in parts.

9. LIMITED LIABILITY

It must be expressly understood that the University or its employees shall not be held responsible in any manner whatsoever in case of any injury and / or loss of life or belongings of any hostel residents due to theft, burglary, fire, riot or any natural calamity or any other circumstances whatsoever.

10. GENERAL DIRECTIVES FOR HOSTEL RESIDENTS

Students admitted to the hostel are assumed to be well behaved and of sufficient maturity and self-confidence to enable them to live in an adult environment. Such a living involves full respect for the rights of others; a regard for self-discipline and a high standard of honesty and moral conduct. It may be emphasized that these directives are framed not to restrict the conduct of individuals but to ensure that a large student body lives and work harmoniously together with a minimum of friction and misunderstanding:

- (i) All residents are required to maintain standards of behavior expected of students of a prestigious Institution. They are expected to behave courteously and fairly with every one both inside and outside the campus.
- (ii) **"Ragging is prohibited as per decision of the Hon'ble Supreme Court of India in its order dated 08/05/2009 in the case titled "University of Kerala Vs Council, Principal's College Kerala & others" bearing CA No. 887/2009.** Ragging, eve-teasing and /or any kind of mental or physical harassment, either directly or indirectly, of any student(s) by whatsoever name called may hurt the sensibilities or self esteem of a student(s), inside or outside the University and/or its hostels(s)/mess. Freshers are encouraged to report incidents of ragging. Those who do not do so even when being witnesses or victims, should also be punished suitably. When the persons committing or abetting the crime of ragging are not identified, collective punishment could be resorted to as a possible deterrent measure, as it would ensure community pressure on the potential raggars not to indulge in ragging.
- (iii) Rules and Regulations of Hostel, shall be prepared by the University, based on this Ordinance or as may be framed subsequently from time to time and approved by the Academic Council.

11. VISITORS

No female visitor will be allowed entry into the boys hostel. Similarly no male visitor shall be allowed to enter girls hostel. Only such visitor(s) will be allowed to meet a resident if his/her name has been submitted by the residents parents /guardian as an approved visitor.

12. COLLECTIVE RESPONSIBILITIES

- (i) Damage to the hostel property by student residents will be the collective responsibility of all the residents and they will be required to make good such damage, if the students who caused the damage could not be identified.
- (ii) Residents should not indulge in practices / activities, which may endanger their own personal safety as well as others.
- (iii) Residents are required to be conscious of the environment in which they live by keeping it clean, healthy and presentable. Students should not throw litter indiscriminately.
- (iv) The residents of the hostel are responsible for the safe keeping of their personal belongings. They are advised to keep them under lock (preferably a branded one) all valuable items such as Laptop, Mobile Phone, etc. and lock the room even when they are out for a short period.
- (v) Any case of theft should be reported promptly to the Hostel Incharge.

- (vi) The jurisdiction of ITM University is confined to the campus/hostel premises. If students create law and order problems outside the campus/hostel premises, they are answerable to the police/civil authority.

13. MEDICAL AND EMERGENCY AID

- (a) The Hostel has First Aid and primary health kit for its residents. However, in case of any medical emergency that may require hospitalization, the student will be moved to the nearest hospital and the local guardian / parent shall be informed accordingly. In such a situation, all medical and other expenses of the treatment/well being of the student shall be payable by the respective parent. Authority for immediate/ emergency operation shall be given by the parents (in advance) in the name of the Registrar at the time of admission to the hostel.

(b) EMERGENCY AID

In the event of an emergency, like fire, theft, housebreak, electricity / water failure, etc., the resident Matron has all the necessary telephone numbers available for contacting the right agencies / offices.

14. COMMITTEES

In order to facilitate the smooth functioning of the Hostel, Committees shall be formed who will ensure that the Residents of the hostels are able to play an active role in helping the authorities to run the hostel effectively.

15. RECREATIONAL/SPORTS FACILITY

Provision for indoor and outdoor games Lawn Tennis, Badminton, Table Tennis, Chess, Carom, Basketball, etc. shall be made in the Hostel/ University Campus.

16. DISCIPLINE

Any breach of Hostel rules shall invite an enquiry and if the student is found guilty, then the Hostel Committee shall take disciplinary action as deemed fit, depending on the case, including expulsion from the hostel.

- 17.** The Hostels Rules are subject to change from time to time with the approval of the prescribed Authority.

ORDINANCE 8**DISCIPLINE – STUDENTS**

The University is known for maintaining high standard of discipline in the campus and hostels and shall continue this tradition to ensure free and congenial environment for all its students to pursue their studies without any distraction. The University shall provide the most healthy environment for learning, particularly to its female students, without infringing the academic freedom and rights of any of its students. All disciplinary action cases shall be dealt with in a fair and transparent manner.

1. PREAMBLE

- (i) Every student in the University shall at all times display good behavior, show diligence in studies, maintain decorum and dignity, take due interest in co-curricular activities, observe a code of conduct both within and outside the campus in a manner befitting to the student of an University of national stature and observe all the rules of discipline of the University.
- (ii) Each student shall show due respect and courtesy to the teachers, administrators, and other employees in and out side the University and good neighborly behavior towards the fellow students including residents in surrounding areas or around the hostel.
- (iii) Any violation of the code of conduct or breach of any rule or regulation of the University by a student shall constitute an act of indiscipline and shall make him/her liable for disciplinary action which will be taken by the duly constituted Disciplinary Committee.

- 2. COMPOSITION OF DISCIPLINARY COMMITTEE** - The Chairman of the Disciplinary Committee will be appointed by the Vice – Chancellor. The members of the Disciplinary Committee will be appointed by the Chairman in consultation with the Vice-Chancellor generally by taking one faculty member from each department. The tenure of the Chairman/ Members Disciplinary Committee shall be two years. The University may, when required appoint a Proctor who shall perform the functions of a nodal authority on matters of student discipline.

- 3. ACTS OF INDISCIPLINE** – The following shall constitute acts of indiscipline and the students indulging in any of them shall be liable to disciplinary action against them:

- (i) Disobeying the teachers and displaying misdemeanor within and outside the University premises.
- (ii) Indulging in vandalism/violence and damaging University and / or Public property or property of any other person.
- (iii) Demonstrations, inciting protests, distributing hand bills etc.
- (iv) Use of mobile/satellite phone within the Campus.
- (v) Quarrelling, fighting and passing derogatory remarks in the University premises against its fellow students / teachers / employees / canteen and mess workers etc.
- (vi) Indulging in ragging directly or indirectly, which is strictly prohibited as per Supreme Court Ruling.
- (vii) Possession and use of firearms, weapons and potentially dangerous instruments, etc.
- (viii) Consumption, carrying and sale of drugs / alcohol / intoxicants / tobacco etc.
- (ix) Any type of harassment whether physical, verbal, mental, sexual or electronic.
- (x) Any other act which the Disciplinary Committee may determine to be undesirable.

4. PROCEDURE FOR PUNISHMENT :

When a student is found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, harassment, idleness, any faculty or staff or student can report the matter in writing to Disciplinary Committee of the University for appropriate action.

5 The various steps for disciplinary action shall be as under :

- (i) **COMPLAINT RECEIVED:** All disciplinary cases requiring redressal need to be initiated or reported by any complainant (Faculty/Staff/Students) to the Chairman Disciplinary Committee (CDC) in writing. Depending on the gravity of the offence, if the CDC is convinced that prime facie evidence exists against the defaulter, the CDC can suspend the student pending investigation.

- (ii) **INVESTIGATION:** Should the case not merit further action, a Warning will be issued to the defaulter and the written apology shall be filed in the student record held with Controller of Records (COR). CDC may close a case with a written apology by the defaulter and his/her parents.

If any investigation is required, CDC may ask one or more members of the Disciplinary Committee for any further inquiry into the matter. CDC will issue a Show Cause Notice, based on the facts of the case within 24 hours of the complaint/inquiry.

- (iii) **SHOW CAUSE NOTICE:** The Show Cause Notice will be issued to the defaulter, giving brief details of the incident. The reply by the defaulter will be submitted to the CDC by hand within 24 hours. If CDC is not satisfied with the reply, he will issue a letter to the defaulter, to appear before the Disciplinary Committee, (if necessary, along with his/her parents) on a specified date/time. A copy of this letter will be sent to all the members of Disciplinary Committee for their attending the meeting.

- (iv) **DISCIPLINARY COMMITTEE MEETING:**

- (a) Presence of a minimum of three members is mandatory for Disciplinary Committee meeting to be held.
- (b) Disciplinary Committee will generally meet once a week or on the date/time specified by the Chairman, to go into cases of the week and give a hearing to the Defaulter in presence of the parents/guardians (if required). The Committee shall decide the punishment within two days and issue the punishment award letter where found guilty. The award of punishment will also be put up on the Discipline notice board along with photograph of defaulter.
- (c) Copies of Punishment Award shall also be sent to the Vice-Chancellor, Dean (Academics), Department concerned, Registrar, Deputy Registrar, COR and Training and Placement Officer as required.

6. **PUNISHMENTS :** One or more of the following punishments can be awarded by the CDC :

- (i) Written warning, recorded in dossier of student.
- (ii) Deduction from General Proficiency marks.
- (iii) Withdrawal of any academic or other University activity, privilege, benefit, right or facility.
- (iv) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student.
- (v) Suspension for 3/5/7/10 days or more, with effect on attendance.
- (vi) Reflect the act of indiscipline in the Character Certificate.
- (vii) Debar from all or certain number of Campus Placements.
- (viii) Debar from one Sessional Examination.
- (ix) Rustication for one semester or more.
- (x) Expulsion

7. As regards 6 (iv) above, the defaulter can be given depending on merits of the case an option to undertake University Community Service, such as work at Library, Records, Security, Administration, Sports, Editorial work. This shall constitute attendance for the period under suspension. His/her attendance shall be marked for the duration of work done and will be considered towards overall attendance. However, if he/she is not granted this option or does not opt for Community Service, the period under suspension will have full effect on attendance.
8. In case a student remains suspended for conduct of an inquiry under Para 5(ii), such a period shall be reckoned in the calculation of his/her attendance provided he/she is found innocent.
9. In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed and an FIR obtained. Such cases will be fully dealt by Police and the

individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

10. **APPEAL:** Appeals, if any will be dealt with by Higher Committee whose decision in the matter will be final and binding. The constitution of the Higher Committee shall be as under:

A member of the Governing Body
The Vice-Chancellor
Registrar

Chairman
Member
Member Secretary

11. Only those cases will merit review by Higher Committee where any new information or evidence is produced by the defaulter, other than what has already been considered by the Disciplinary Committee.
12. Discipline Rules of the University are subject to change from time to time with the approval of the prescribed Authority.

ORDINANCE 9**IMPROVEMENT OF ACADEMIC LIFE –
CREATION OF OTHER BODIES**

1. As per vision of the founders, achieving Academic Excellence at ITM University is a continuous process and all faculty & staff shall endeavor to promote continuous improvement in academic standards and also sensitivity towards society. To provide guidance & direction to these initiatives the ITM University shall have the following bodies for the improvement of the Academic Life of the University.

- (a) ITM University Advisory Council
- (b) Academic Advisory Board

ITM UNIVERSITY ADVISORY COUNCIL**TERMS OF REFERENCE**

The Advisory Council is expected to consider a broad over-view of the working of the University and suggest a long-term perspective of its activities. All issues for Improvement in quality of life of the University can be considered for advice. The issues may be Academic or Administrative – including benefits to society at large and advice regarding the direction in which the University should grow for functioning as a vehicle for growth

Means for achieving excellence in academic and professional activities have to be considered for advice. A holistic and multi-disciplinary approach with ethical and moral values has to be given emphasis.

The Council may also advise on the continuing educational programmes, R & D and consultation activities. Some other issues for deliberations and advice can be: the issue of funds raising with linkages with agencies and a mechanism of operation of endowment funds etc.

MEMBERSHIP

The Committee will consist of the following:

- (a) Chairman Governing Body – Chairman
- (b) Members (upto 25) including personalities from Science, Arts, Engineering, Technology, Entrepreneurship, Management Law, Education, Sociology, Industry, Alumni (from India and Abroad) and other members of society who have created a niche for themselves in professional life.
- (c) Membership may also include upto 5 Members from ITM University. Special invitees may be included by the Chairman if necessary.
- (d) Registrar – Member Secretary
- (e) Frequency of meetings: The Advisory Council will meet at least once a year.

ACADEMIC ADVISORY BOARD**TERMS OF REFERENCE**

To give advice on choice of futuristic and emerging academic areas which may be offered at the ITM University and other functions referred to it by the ITM bodies for advice. This may also include current and future needs of the industry about any discipline or interdisciplinary areas.

To give advice on creation of centers of excellence for giving thrust to academic and sponsored research, technology development and consultancy work.

MEMBERSHIP

Eminent Educationists / Leading Experts from Industry or R & D Establishment – Chairman.

Vice-Chancellor, Directors and Deans of the ITM University as Members.

Upto 10 additional members (with at least 5 Members from Industry).

FREQUENCY OF MEETINGS

The Academic Advisory Board may meet at least once a year.

The University may setup additional bodies or choose from structure of existing bodies, invite national & international renowned consultants and experts from time to time to provide contemporary inputs for inspiring overall academic life at the University.

ORDINANCE 10**COOPERATION AND COLLABORATION WITH
OTHER UNIVERSITIES AND INSTITUTIONS**

1. The University shall seek cooperation and collaboration with existing Universities and Institutions/Organization of Higher Education in India and abroad and may execute a Memorandum of Understanding (MOU) where necessary detailing the extent and areas of cooperation, as mutually agreed upon.
2. The University shall seek cooperation with foreign institutions of high international standards, and where any potential for collaboration is found mutually beneficial, broadly in the areas of:
 - (i) Faculty exchange programmes.
 - (ii) Student exchange programmes.
 - (iii) Twinning programmes.
 - (iv) Collaboration in research and development in emerging areas and Ph.D. programmes.
 - (v) Exchange of data, documentation and research material in the fields of mutual interest.
 - (vi) Any other areas of common interest.
3. The University shall seek cooperation and collaboration with existing Universities/ Institutes/ Industries in India and abroad in the areas of curriculum design, industrial training, project work, research, consultancy and dissemination of knowledge, summer internships, placements etc.
4. The University shall seek cooperation with existing Government organizations and Research institutions in India in the areas of research and consultancy projects of the Government and to organize conferences/seminars and workshops in collaboration with them.
5. The University shall seek cooperation and collaboration with existing organizations, institutions and industries in India, both Government and Private for providing teaching, training, research and also special guidance to the students of economically weaker sections of the society and to the teachers of schools and colleges in the state where necessary.
6. The scope of co-operation may be reviewed from time to time and may be amended as required with the approval of the Prescribed Authority.

ORDINANCE 11**ALL OTHER MATTERS WHICH BY THIS ACT OR STATUES ARE REQUIRED TO BE PROVIDED
FOR BY THE ORDINANCES****ORDINANCE 11 (a)****COURSE CREDIT REGULATIONS
AND
GRADING SYSTEM****SECTION A: FOR B. TECH., M. TECH., MBA, M.Sc. & M.A. PROGRAMMES**

The evaluation scheme at the University shall be based on the internationally prevalent Credit System and Continuous Evaluation methods.

1. INTRODUCTION TO CREDIT SYSTEM

Instructional work for B. Tech., M. Tech., MBA, M.Sc. & M.A. programmes at the University shall be carried out using credit system of study in semester based system. The salient features of the credit system are:

- (i) Flexibility for students to progress at suitable pace depending on individual interest and ability.
- (ii) Continuous evaluation of students' progress.
- (iii) Award of grades in a course depending on overall performance of a student.
- (iv) Performance measurement by number of earned credits (E.C.), semester grade point average (SGPA) and cumulative grade point average (CGPA). The use of grades helps in achieving a reasonable spread of total marks for a grade and in reducing variations due to evaluation by different teachers.
- (v) Award of degree to a student on the basis of total E. C.s and value of C.G.P.A.

There would be two regular semesters for instructional and evaluation work in addition to summer semester in each academic year. The odd numbered semesters (I, III, V, VII) would start in July on a specified date and end in November on a date as per the yearly academic calendar. The even numbered semesters (II, IV, VI, VIII) would start in January on a specified date and end in May on a date as per the yearly academic calendar. The summer semester would cover practical training in industry / holding of regular classes in some courses where possible as per rules and / or holding of major test / end term practical exam for failed students. In such courses, all regulations for various requirements remain the same as for those in a regular semester.

The credit system including grading award system are now followed at leading institutes in India and abroad. Flexibility in course offering and responsibility in grade evaluation are the hall marks of the systems. The regulations have to be viewed in that context. *In case of any clarification on any point mentioned in this document, the interpretation of the Dean (Academic) will be treated as FINAL.*

2. COURSE STRUCTURE AND CREDIT SYSTEM**(i) PROGRAMME CODES**

The information for the codes of various programmes with their specialization is listed below:

(a) UNDERGRADUATE PROGRAMMES

SCHOOL / DEPARTMENT		PROGRAMME	CODE
SCHOOL OF ENGG. AND TECHNOLOGY	DEPARTMENT OF CIVIL ENGINEERING	B. TECH. IN CIVIL ENGINEERING	CE1
	DEPARTMENT OF COMPUTER SC. & AND ENGG.	B. TECH. IN COMPUTER SCIENCE & ENGINEERING	CS1
	DEPARTMENT OF INFORMATON TECHNOLOGY	B. TECH. IN INFORMATION TECHNOLOGY	IT1
	DEPARTMENT OF ELECTRICAL, ELECTRONICS & COMMUNICATION	B. TECH. IN ELECTRONIC & COMMUNICATION ENGINEERING.	EC1
		B. TECH. IN ELECTRONICS & INSTRUMENTATION ENGINEERING	EC2
		B. TECH. IN ELECTRICAL & ELECTRONICS ENGINEERING	EC3
	DEPARTMENT OF MECHANICAL ENGG.	B. TECH. IN MECHANICAL ENGINEERING	ME1
		B. TECH. IN AUTOMOBILE ENGINEERING	ME2
SCHOOL OF MANAGEMENT		BBA Please refer Ordinance 11 (c).	
SCHOOL OF LAW		BBA – LLB (Hons.) Please refer Section B of this ordinance	

(b) POSTGRADUATE PROGRAMMES

SCHOOL / DEPARTMENT		PROGRAMME	CODE
SCHOOL OF ENGG. AND TECHNOLOGY.	DEPARTMENT OF COMPUTER SC. & AND ENGG.	M. TECH. IN COMPUTER SCIENCE & ENGG.	CS5
	DEPARTMENT OF INFORMATON TECHNOLOGY	M. TECH. IN SOFTWARE ENGG.	IT5
	DEPARTMENT OF ELECTRICAL, ELECTRONICS & COMMUNICATION	M. TECH. IN ELECTRONICS & COMMUNICATION ENGG.	EC5
	DEPARTMENT OF MECHANICAL ENGG	M. TECH. IN MECHATRONICS & AUTOMATION	ME5
		M. TECH. IN ENVIRONMENT MGT. & ENERGY AUDIT	ME6
SCHOOL OF MANAGEMENT	DEPARTMENT OF MANAGEMENT	MBA	SM5
SCHOOL OF BASIC SCIENCES	DEPARTMENT OF MATHEMATICS	M.Sc. IN MATHEMATICS	BS5
	DEPARTMENT OF PHYSICS	M.Sc IN PHYSICS	BS6
	DEPARTMENT OF ENVIRONMENTAL SCIENCE	M.Sc IN ENVIRONMENTAL SCIENCE	BS7

SCHOOL OF HUMANITIES	DEPARTMENT OF ENGLISH	M.A. IN ENGLISH	HM5
SCHOOL OF LAW		LLM Please refer Section B of this ordinance.	

(ii) **DEPARTMENTS**

Each course is offered by a department under a School or by a School. The course codes under various Departments/Schools are given a unique two-letter code for their courses, which is shown in the table below.

SCHOOL/ DEPARTMENT		DISCIPLINE	COURSE CODE
SCHOOL OF ENGG. & TECHNOLOGY	DEPARTMENT OF APPLIED SCIENCE & HUMANITIES	APPLIED SCIENCES	AS
		HUMANITIES	HM
	DEPARTMENT OF CIVIL ENGG.	CIVIL ENGG.	CE
	DEPARTMENT OF COMPUTER SCIENCE	COMPUTER SCIENCE ENGG.	CS
	DEPARTMENT OF INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY	IT
		SOFTWARE ENGINEERING	SE
	DEPARTMENT OF ELECTRICAL, ELECTRONICS & COMMUNICATION	ELECTRONICS & COMMUNICATION ENGG.	EC
		ELECTRONICS & INSTRUMENTATION ENGG.	EI
		ELECTRICAL & ELECTRONICS ENGINEERING	EE
	DEPARTMENT OF MECHANICAL ENGG.	MECHANICAL ENGG.	ME
		AUTOMOBILE ENGG.	AE
		MECHATRONICS & AUTOMATION	MT
		ENVIRONMENT MANAGEMENT & ENERGY AUDIT	EM
SCHOOL OF MANAGEMENT	DEPARTMENT OF MANAGEMENT	MANAGEMENT STUDIES	SM
SCHOOL OF BASIC SCIENCES	DEPARTMENT OF MATHEMATICS	MATHEMATICS	MA
	DEPARTMENT OF PHYSICS	PHYSICS	PH
	DEPARTMENT OF ENVIRONMENTAL SCIENCES	ENVIRONMENTAL SCIENCES	EV
SCHOOL OF HUMANITIES	DEPARTMENT OF ENGLISH	ENGLISH	EG
SCHOOL OF LAW		LAW	LW

(iii) COURSE NUMBERING SCHEME

Each course at the University has a unique number, called as COURSE CODE, which consists of three alphabets, followed by three numerals.

Example and Explanation of a Course Code:

- In the above course code, **CSL314**
- (a) The first two alphabets combined (from left) denote the 'discipline code' of the concerned department offering this course (See section 2 (ii)).
- (b) The third alphabet character (from left) denotes the 'nature' of this course. Please see the table shown below for the details about the 'nature' of the various courses.
- (c) The fourth character from left is a numeral which denotes the level of the course which determines the maturity required for registering for this course.
- (d) **100-400 level courses:** Core and elective courses for UG programmes.
- (e) **500-600 level courses:** Core and elective courses for PG programmes. These courses are not open to any UG student.
- (f) **700-above level courses:** Pre Ph. D. courses.
- (g) Last two numerals combined denote the unique identification number for the course. Odd number courses will run in odd semesters and even number courses will run in even semesters except those which are having zero at the end. The course having zero as the last numeral can run in either semesters.

Codes for the nature of the course are as follows:

NATURE CODE	NATURE DESCRIPTION
L	ALL LECTURE BASED COURSES EXCLUDING N AND V NATURE OF COURSES. (OTHER THAN LECTURE PERIODS, THESE COURSES CAN HAVE TUTORIAL AND PRACTICAL PERIODS). E.G. L-T-P STRUCTURES 3-0-0, 3-1-2, 3-0-2, 2-0-0, ETC.
P	LABORATORY BASED COURSES, USUALLY WITHOUT ANY LECTURE (OR HAVING AT MOST 1 LECTURE) PER WEEK, E.G. PRACTICAL OR LABORATORY WORK WITH L-T-P STRUCTURES LIKE 1-0-3, 0-0-4, 0-1-3, 1-2-6, ETC.
D	PROJECT COURSES LEADING TO DISSERTATION (MAJOR PROJECT, MINOR PROJECT, MINI PROJECT) E.G. L-T-P STRUCTURES 0-0-10, 0-0-6, ETC.
T	INDUSTRIAL OR IN-HOUSE OR PRACTICAL TRAINING TYPE COURSES
C	COLLOQUIUM (OR SEMINAR)
R	PROFESSIONAL PRACTICE
N	INTRODUCTION TO THE PROGRAMME OR INTRODUCTION TO HUMANITIES AND SOCIAL SCIENCES, ETC.
S	INDEPENDENT STUDY COURSES
V	VALUE ADDED COURSES

(iv) CREDIT SYSTEM

The details regarding various features, methodologies and regulations of the semester based credit system are listed in subsequent sub-sections.

(a) COURSE CREDITS ASSIGNMENT

Each course, except few special courses, has a certain number of credits assigned to it depending upon the needs for its Lecture, Tutorial and Practical periods in a week. This weightage is also indicative of the academic expectation that includes in-class contact and self-study outside of class hours. In a semester-scheme of a Programme, some of the courses are incorporated with heavy-weight of academic importance, some of the courses are incorporated with medium-weight of academic importance, and few courses are incorporated with low-weight. The Experts allot an appropriate weight (L-T-P) to the course at the time of designing the scheme/syllabus of the Programme. Fixing L-T-P for a course is a kind of expert-decision.

The "Credit" of the course is computed from the weight (L-T-P) of the course and thus Credit of a course gets indicated in the scheme of the programme. The credits for courses can be computed from its components as below:

Lectures and Tutorials: One lecture or tutorial period per week is assigned **one credit**.

Practical/Laboratory: One laboratory period per week is assigned **half credit**.

The courses which are without any credit are referred to as Non-Credit (NC) courses. The Credit of a course thus depends on its L-T-P structure.

(b) EARNED CREDITS

At the end of Term End Examination, a letter grade is awarded to a student in each course for which he/she had registered. On obtaining any pass grade in this course, the student owns the course-credits as his/her 'earned credits' corresponding to this course applicable for his/her count while computing SGPA and CGPA. A student's performance is measured by the number of 'earned credits' by him/her, then by the "Points earned" from each amount of "earned credit" and finally by the measure "grade point average". A student has the option of auditing some courses. Grades obtained in the audit courses are not counted for computation of grade point average. A minimum number of total earned credits are required in a year for continuation of registration at any stage to the higher year (see Section-5.2 and 6.2 for details). A minimum number of total earned credits are also required in order to qualify for a degree at the end of the programme.

(c) COURSE CONTENT DESCRIPTION

Course content description consists of course code, title of the course, credit and L-T-P, pre-requisite and description of the content.

(d) PROGRAMME COORDINATOR

Programme coordinator is a senior faculty member of the programme offering department who will coordinate each and every activities related to that programme with all the concerned persons/ departments/ schools/ sections/offices of the University.

(e) COURSE COORDINATOR

Every course is usually coordinated by a faculty member of the course offering Department. He/she has the full responsibility for proper conduction of the classes of that course, coordinating the academic work with other faculty members involved in teaching of that course, moderation of grades and submitting all the required information of that course to the programme coordinator in time. In case of any difficulty faced by any student related to a course, the student is expected to approach the respective course coordinator for advice and clarification.

3. REGISTRATION AND ATTENDANCE RULES**(i) REGISTRATION****(a) PURPOSE**

The purpose of registration is to include the name of a student in the roll lists of the courses that the student wishes to study. Registration is a mandatory procedure to be completed personally by the student for each semester on the specified date as given in the Academic Calendar. If due to serious medical reasons, a student is unable to come personally on the date of registration, he/she may make

a written request to the Dean Academic along with a medical certificate and authorize in writing a close relation (parents/brother/sister) to register for the chosen courses. On the permission of Dean (Academics), registration may be done as per rules.

(b) LATE REGISTRATION

No late registration will be possible under any circumstances.

(c) COURSE ADVICE

Before the registration, each student must meet the programme coordinator/adviser appointed by the concerned HOD to choose the appropriate courses keeping in view the past performance, his/her interest in a course, backlog of courses etc.

(d) CREDIT COURSE

Credit courses are the courses having weightage / credits and the points earned in these courses are used in computation of SGPA & CGPA.

(e) AUDIT COURSE

In addition to Credit courses, a student may take some Audit courses depending on personal choice of a student. The courses do not carry any earned credits if taken in the audit category. However, a grade (audit pass AP or audit fail AF) will be awarded depending on fulfillment of requirement as per specified norms and the awarded grade will be mentioned in the grade card.

(f) PRACTICAL TRAINING

Before going on Practical training, a student must register for practical training course with the approval of Department Training Coordinator (DTC) concerned and TPO of the institute. A report in the specified format must be submitted within 14 days of the regular semester immediately following the training period. A regular grade will be awarded after evaluation process which includes presentation of the report before the department committee convened by the DTC.

(g) VALUE ADDED COURSE:

These courses are special topic courses which are non credit courses meant to enhance knowledge of students in courses other than the courses meant for degree courses e.g. Personality Development, Software based courses, knowledge courses etc. The performance will be indicated by satisfactory grade (S) or non satisfactory grade (NS).

(h) MINIMUM NUMBER OF STUDENTS IN A COURSE

No Dept. elective course will run if the number of students registered for a course is less than one third of the strength of a class. This may also depend on the availability of a suitable faculty member in the area of the elective. If on the day of registration, the number of those registered is less than the above, the course will be dropped and registration of the students in the concerned course will be cancelled. They may however opt for the available courses on the next working day following the date of registration.

(ii) ATTENDANCE RULES

A student is expected to attend all lectures, tutorials and practical classes.

(a) REQUIREMENTS

In order to account for illness and contingencies of a serious and unavoidable nature, the attendance requirement will be a minimum of 70 % in a course in a semester calculated till the last teaching

day. This requirement will not be relaxed under any circumstances what so ever. A student not satisfying the minimum attendance requirement will be detained.

(b) ATTENDANCE CALCULATION NORMS

For the purpose of calculating attendance in each course, the attendance in the number of scheduled lecture class, tutorial class and practical class (regardless of contact hours in the scheduled classes) will be added.

(c) DETAINED STUDENT

The ineligible student whose attendance is below 70% as per para 3.2.2 will be placed in 'Detained' category for the course and the registration for that particular course will be cancelled and 'Detained' will be mentioned in the grade sheet. The student has to again register for the same course in the subsequent regular semester/year as per rules of registration of detained students

(d) Midterm Warning for Short attendance

There will be a provision for issuing a written warning to the students if in any course, his/her attendance falls below 70 % in any course till the completion of approximately half the number of teaching days in a semester as mentioned in the Calender for the semester concerned.

4. GRADING SYSTEM

(i) INTRODUCTION

The grading system reflects a student's proficiency in the course. The grade awarded to a student in a course will be based on the performance of the student in minor tests, assignment, viva-voce, lab work, seminar, workshop presentations, group discussions, quiz, etc. whichever be applicable as per scheme and in the major test/practical exam, at the end of the semester (or at the end of the Summer Zone).

(ii) GRADES AND GRADE POINTS

Corresponding to each course registered, a student obtains a letter grade at the end of the semester (i.e. at the end of the semester, irrespective of his presence/absence in the examination). There are eleven (11) types of grades awarded in ITM (University) to the students as mentioned in the following table:

ACADEMIC PERFORMANCE	LETTER GRADES	GRADE POINTS
OUTSTANDING	A+	10
EXCELLENT	A	9
VERY GOOD	B+	8
GOOD	B	7
AVERAGE	C+	6
BELOW AVERAGE	C	5
MARGINAL	D	4
FAIL	F	0
AUDIT PASS	AP	-
AUDIT FAIL	AF	-
SATISFACTORY	S	-
NON SATISFACTORY	NS	-

In a credit course, if a student obtains any pass grade he/she earns Points from this course in the semester concerned.

$$\text{Points} = \text{Credit of the course} \times \text{Grade Point}$$

(iii) **EVALUATION SYSTEM**

The performance of the student in the credit-grading system is evaluated throughout the semester. The methodology used for the evaluation is tabulated below:

S NO	TYPE OF COURSE	SECTION	PARTICULAR	ALLOTTED MARKS	PASS CRITERIA IN THIS COURSE
1	THEORY (L-T-0) / (L-O-0)	A	MAJOR TEST	50%	MUST SECURE AT LEAST 40% MARKS IN SECTION-A AND AT LEAST 40% MARKS IN THE TOTAL MARKS OF SECTION A AND B.
			MINOR TESTS	30%	
		B	CLASS TESTS/TUTORIAL/ ASSIGNMENTS/ PRESENTATION	20%	
2	THEORY + PRACTICAL (L-T-P) / (L-O-P)	A	THEORY	65%	FOR THEORY FOLLOW S.NO.1 RULE AND FOR PRACTICAL FOLLOW S. NO. 3 RULE.
		B	PRACTICAL	35%	
3	PRACTICAL OR FOR THE COURSES OF (O-O-P) / (I-O-P)		REGULAR PRACTICAL & REPORT WRITING	40%	MUST SECURE AT LEAST 40% MARKS IN TOTAL.
			MID & END SEMESTER PRACTICAL/DRAWING TESTS INCLUDING VIVA-VOCE	60%	

A student has to pass a course in totality in the same Academic Year as per the criteria above.

The evaluation of course like Practical training, seminar and dissertation are performed as per the details given in "COURSE CREDIT REGULATION AND GRADING SYSTEM"

(iv) **GRADING METHOD**

The grading method for evaluating students' performance involves award of grade according to the range of total marks in the course. The total marks are obtained by adding marks for various components as per section 4.3. The range of marks between any two grades are framed in such a manner that the effect of individual marking/checking techniques on the overall grading is minimal.

The award of grades based on marks out of 100 is made as follows:

GRADE	LIMIT (MARKS)
A+	91 - 100
A	82 - 90
B+	73 - 81
B	64 - 72
C+	55 - 63
C	46 - 54
D	40 - 45
F	0 - 39 (as per table in section 4.3)

(v) **GRADE POINT AVERAGES - SGPA AND CGPA.**

There are two types of Grade Point Averages (GPA), which are:

- Semester Grade Point Average (SGPA)

ii. Cumulative Grade Point Average (CGPA)

While SGPA is a measure for a semester performance only, CGPA is a measure of performance upto any specified semester beginning from the first semester. Every student earns a distinct SGPA and a distinct CGPA at the end of each specified semester.

(a) CALCULATIONS OF SGPA FOR A SEMESTER

All the courses (except audit type and Non-Credit courses) for which a student has registered in the semester and awarded one of the A+, A, B+, B, C+, C and D grades in this semester are considered for computing SGPA.

The Mathematical Formula:

$$SGPA = \frac{\sum C_i P_i}{\sum C_i}$$

where

C_i = Course Credit of the course of a semester for which SGPA is to be calculated for a student.

P_i = Grade Point earned by the student in the course.

$i = 1, 2, 3, \dots, m$, represents the number of courses passed as per table in section 4.3 in that semester.

(b) CALCULATION OF CGPA UPTO A SEMESTER

All the courses (except audit type and Non-Credit courses) for which a student has registered upto that semester beginning from the first semester and awarded one of the A+, A, B+, B, C+, C & D grades are considered in computing the CGPA upto a specified semester.

The Mathematical Formula

$$CGPA = \frac{\sum C_j P_j}{\sum C_j}$$

where

C_j = Credit of the course in which the student has passed as per the table in section 4.3.

P_j = Grade Point earned in the course.

$j = 1, 2, 3, \dots, m$, represent the number of courses in which the student has passed till that semester.

(c) PERFORMANCE CLASSIFICATION

A student has to be declared eligible for award of the degree as per section 5.1 for UG and section 6.1 for PG students. Classification of performance of the students at the end of the programme (after completing all the programme requirements) will be based on CGPA (Cumulative Grade Point Average) earned, as indicated below:

CLASSIFICATION OF PERFORMANCE FOR B. TECH. PROGRAMMES	CGPA
FIRST CLASS WITH DISTINCTION	8.25 AND ABOVE
FIRST CLASS	6.75 TO 8.24
SECOND CLASS	4.75 TO 6.74
NOT SUCCESSFUL	BELOW 4.75

CLASSIFICATION OF PERFORMANCE FOR M. TECH. / MBA /M.SC./M.A.PROGRAMMES	CGPA
FIRST CLASS WITH DISTINCTION	8.25 AND ABOVE
FIRST CLASS	6.75 TO 8.24
SECOND CLASS	5.75 TO 6.74
NOT SUCCESSFUL	BELOW 5.75

(d) **MODERATION OF GRADES**

Moderation of grades is required to minimize the effect of individual marking/checking techniques. The awards of grades in the courses shall be moderated if necessary

5. **UG DEGREE REGULATIONS & PERFORMANCE MONITORING**

(i) **Degree Requirements**

All the following requirements are mandatorily to be fulfilled for award of B. Tech Degree.

- Completion of earned credits as specified in the scheme of each B. Tech. Programme.
- Obtaining a minimum CGPA of 4.75 at the end of the programme.
- If a student completes required credits for B. Tech. with CGPA less than 4.75, he may be allowed to do additional elective course under any category to improve the CGPA within the maximum time limit for the completion of B. Tech. degree.
- Completion of practical training as prescribed by the concerned department.

(ii) **For continuation of registration at the end of every Academic year**

The following rules will be applicable:

To be eligible for continuation of registration at the end of every Academic Year (including summer semester), the number of earned credits for a student should not be less than those specified in the table below:

S. NO	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	10% of total credits of the programme
2	II	25% of total credits of the programme
3	III	40% of total credits of the programme
4	IV	55% of total credits of the programme
5	V	70% of total credits of the programme
6	VI	85% of total credits of the programme
7	VII	100% of total credits of the programme

(iii) **Maximum Time to Complete the Degree**

The maximum time for completion of B. Tech. degree is seven years. This will not be increased *under any circumstances*.

6. **PG DEGREE REGULATIONS & PERFORMANCE MONITORING**(i) **Degree Requirements**

All the following requirements are mandatorily to be fulfilled to get M. Tech / MBA/M.Sc./M.A. Degree:

- (a) Completion of earned credits as specified in the scheme of each M. Tech. / MBA/M.Sc./M.A. Programme.
- (b) Obtaining a minimum CGPA of 5.75 at the end of the programme.
- (c) If a student completes required credits for M. Tech. / MBA with CGPA less than 5.75, he may be allowed to do additional elective course under any category to improve the CGPA within the maximum time limit for the completion of M. Tech. /MBA/M.Sc./M.A. degree.

(ii) **For continuation of registration at the end of every Academic Year**

The following rules will be applicable:

To be eligible for continuation of registration at the end of every Academic Year (including summer semester), the number of earned credits for a student should not be less than those specified in the table below:

Full time student (M. Tech. / MBA/M.Sc./M.A.)

S. NO	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	20% of total credits of the programme
2	II	45% of total credits of the programme
3	III	70% of total credits of the programme
4	IV	100% of total credits of the programme

Part time student (M. Tech. / MBA/M.Sc./M.A.)

S. NO	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	10% of total credits of the programme
2	II	30% of total credits of the programme
3	III	50% of total credits of the programme
4	IV	70% of total credits of the programme
5	V	100% of total credits of the programme

(iii) **Maximum Time to Complete the Degree**

The maximum time for completion of M. Tech. / MBA/M.Sc./M.A. degree is 4 years for full time students and 5 years for part time students Respectively. This will not be increased *under any circumstances*.

- 7. The Board of Management retains the right to deviate from, or suspend, any part of these guidelines for good reason and in the interest of academic standards and/or fairness to students.
- 8. The course Credit Regulation & Grading System is subject to review and amends from time to time for improvements, inclusion of new programmes etc. All changes in the Course Credit Regulations & Grading System shall be concerned with the approval as per Prescribed Authority.

ORDINANCE 11 (a) (CONTINUED...)

SECTION B: FOR BBA-LLB (HONS.) & LLM

COURSE CREDIT REGULATIONS
AND
GRADING SYSTEM

1. INTRODUCTION TO CREDIT SYSTEM

- (i) Instructional work for BBA – LLB (Hons.) & LLM at the University is carried out using credit system of study in Trimester based system. The salient features of the credit system are:
 - (a) Flexibility for students to progress at suitable pace depending on individual interest and ability.
 - (b) Continuous evaluation of students' progress.
 - (c) Award of grades in a course depending on overall performance of a student.
 - (d) Performance measurement by number of earned credits (E.C.), Trimester grade point average (TGPA) and cumulative grade point average (CGPA). The use of grades helps in achieving a reasonable spread of total marks for a grade and in reducing variations due to evaluation by different teachers.
 - (e) Award of degree to a student on the basis of total E. C.s and value of C.G.P.A.
- (ii) There would be three regular Trimesters for instructional and evaluation work in each academic year. Internship is compulsory after the second and third Trimester of each year.
- (iii) The present documents gives course credit regulations and grading system for BBA – LLB (Hons.) and LLM degrees.
- (iv) The credit system including grading award system are now followed at leading s in India and abroad. Flexibility in course offering and responsibility in grade evaluation are the hall marks of the systems. The regulations have to be viewed in that context. *In case of any clarification on any point mentioned in this document, the interpretation of the Dean (Academic) will be treated as FINAL.*

2. COURSE STRUCTURE AND CREDIT SYSTEM

(i) PROGRAMMES OFFERED

The University offers 5 years integrated BBA – LLB (Hons.) and 2 years LLM Degree programmes. Information regarding admission to these programmes are provided in Ordinance 1.

(ii) COURSE NUMBERING SCHEME

Each course has a unique code, called as COURSE CODE, which consists of three alphabets, followed by three numerals.

Example and Explanation of a Course Code: LBL109

LWL109

In the above course code,

- (a) The first two alphabets combined (from left) denote the 'branch code' of the concerned department offering this course (See section 2.1).
- (b) The third alphabet character (from left) denotes the 'nature' of this course. Please see the table shown below for the details about the 'nature' of the various courses.
- (c) The fourth character from left is a numeral which denotes the level of the course which determines the maturity required for registering for this course.

- (d) **100-500 level courses:** Core and Honours courses for UG programmes. These courses are not open to any PG student.
- (e) **600-700 level courses:** Core and elective courses for PG programmes. These courses are not open to any UG student.
- (f) Last two numerals combined denote the unique identification number for the course.

Codes for the nature of the course are as follows:

NATURE CODE	NATURE DESCRIPTION
L	ALL LECTURE BASED COURSES EXCLUDING N AND V NATURE OF COURSES. (OTHER THAN LECTURE PERIODS, THESE COURSES CAN HAVE TUTORIAL AND PRACTICAL PERIODS). E.G. L-T-P STRUCTURES 3-0-0, 3-1-2, 3-0-2, 2-0-0, ETC.
D	PROJECT COURSES LEADING TO DISSERTATION (MAJOR PROJECT, MINOR PROJECT, MINI PROJECT) E.G. L-T-P STRUCTURES 0-0-10, 0-0-6, ETC.
T	INDUSTRIAL OR IN-HOUSE OR PRACTICAL TRAINING TYPE COURSES
C	COLLOQUIUM (OR SEMINAR)
R	PROFESSION PRACTICE
N	INTRODUCTION TO THE PROGRAMME OR INTRODUCTION TO HUMANITIES AND
S	INDEPENDENT STUDY COURSES
V	VALUE ADDED COURSES

(iii) **Credit System**

The details regarding various features, methodologies and regulations of the Trimester based credit system are listed in subsequent sub-sections.

(a) **Course Credits Assignment**

Each course, except few special courses, has a certain number of credits assigned to it depending upon the needs for its Lecture, Tutorial and Practical/field work periods in a week. This weightage is also indicative of the academic expectation that includes in-class contact and self-study outside of class hours. In a Trimester-scheme of a Programme, some of the courses are incorporated with heavy-weight of academic importance, some of the courses are incorporated with medium-weight of academic importance, and few courses are incorporated with low-weight. The Experts allot an appropriate weight (L-T-P) to the course at the time of designing the scheme/syllabus of the Programme. Fixing L-T-P for a course is a kind of expert-decision.

The "Credit" of the course is computed from the weight (L-T-P) of the course and thus Credit of a course gets indicated in the scheme of the programme. The credits for courses can be computed from its components as below:

Lectures and Tutorials: One lecture or tutorial period per week per Trimester is assigned one credit.

Practical/Field work: One period per week is assigned half credit.

The courses which are without any credit are referred to as Non-Credit (NC) courses. The Credit of a course thus depends on its L-T-P structure.

(b) Earned Credits

At the end of Term End Examination, a letter grade is awarded to a student in each course for which he/she had registered. On obtaining any pass grade or F grade in this course, the student owns the course-credits as his/her 'earned credits' corresponding to this course applicable for his/her count while computing TGPA or CGPA. A student's performance is measured by the number of 'earned credits' by him/her, then by the "Points earned" from each amount of "earned credit" and finally by the measure "grade point average". A student has the option of auditing some courses. Grades obtained in the audit courses are not counted for computation of grade point average. However, a pass grade is essential for earning credits from an audit course. A minimum number of total earned credits are required in a year for continuation of registration at any stage to the higher year (see section 5.2 and 6.2- for details). A minimum number of total earned credits are also required in order to qualify for a degree at the end of the programme.

(c) Course Content Description

Course content description consists of course code, title of the course, credit and L-T-P, pre-requisite and description of the content. Content description for all the courses are available separately.

(d) Programme Coordinator

Programme coordinator is a senior faculty member of the Law School who will coordinate each and every activities related to that programme with all the concerned persons/departments/sections/offices of the .

(e) Course Coordinator

Every course is usually coordinated by a faculty member of the offering Department. He/she has the full responsibility for proper conduction of the classes of that course, coordinating the academic work with other faculty members involved in teaching of that course, moderation of grades and submitting all the required information of that course to the programme coordinator in time. In case of any difficulty faced by any student related to a course, the student is expected to approach the respective course coordinator for advice and clarification.

3. REGISTRATION AND ATTENDANCE RULES**(i) Registration****(a) Purpose**

The purpose of registration is to include the name of a student in the roll lists of the courses that the student wishes to study. Registration is a mandatory procedure to be completed personally by the student for each Trimester on the specified date as given in the Academic Calendar. If due to serious medical reasons, a student is unable to come personally on the date of registration, he/she may make a written request to the Dean Academic along with a medical certificate and authorize in writing a close relation (parents/brother/sister) to register for the chosen courses. If the Dean accepts the request, registration may be done as per rules.

(b) Late Registration

No late registration will be possible under any circumstances.

(c) Course Advice

Before the registration, each student must meet the programme coordinator/adviser appointed by the concerned HOD to choose the appropriate courses keeping in view the past performance, his/her interest in a course, backlog of courses etc.

(d) Credit Course

Credit courses are the courses having weightage / credits and the points earned in these courses are used in computation of TGPA & CGPA.

(e) Practical Training

Before going on Practical training, a student must register for practical training course with the approval of Department Training Coordinator (DTC) concerned and TPO of the school. A report in the specified format must be submitted within 14 days of the regular Trimester immediately following the training period. A regular grade will be awarded after evaluation process which includes presentation of the report before the department committee convened by the DTC.

(f) Value Added Course:

These courses are special topic courses which are non credit courses meant to enhance knowledge of students in courses other than the courses meant for degree courses e.g. Personality Development, Software based courses, knowledge courses etc. The performance will be indicated by satisfactory grade (S) or non satisfactory grade (NS).

(g) Minimum Number of Student in a Course

No elective course will run if the number of students registered for a course is less than one third of the strength of a class. This may also depend on the availability of a suitable faculty member in the area of the elective. If on the day of registration, the number of those registered is less than the above, the course will be dropped and registration of the students in the concerned course will be cancelled. They may however opt for the available courses on the next working day following the date of registration.

(ii) Attendance rules

A student is expected to attend all lectures, tutorials and practical classes.

(a) Requirements

In order to account for illness and contingencies of a serious and unavoidable nature, the attendance requirement will be a minimum of 70 % in a course in a Trimester calculated till the last teaching day. This requirement will not be relaxed under any circumstances what so ever.

(b) Attendance Calculation Norms

For the purpose of calculating attendance in each course, the attendance in the number of scheduled lecture class, tutorial class and practical class/field work (regardless of contact hours in the scheduled classes) will be added.

(c) Detained student

- i. The ineligible student will be placed in 'Detained' category for the course and the registration for that particular course will be cancelled and 'Detained' will be mentioned in the grade sheet. The student has to again register for the same course in subsequent regular Trimester/year as per the rules of registration for detained students

(d) Midterm Warning for Short attendance

There will be a provision for issuing a written warning to the students if in any course, his/her attendance falls below 70 % in any course till the completion of approximately half the number of teaching days in a Trimester as mentioned in the Calender for the Trimester concerned.

4. GRADING SYSTEM

(i) Introduction

The grading system reflects a student's proficiency in the course. The grade awarded to a student in a course will be based on the performance of the student in minor tests, assignment, field work, seminar, workshop presentations, group discussions, quiz, etc. whichever be applicable as per scheme and in the major test, at the end of the Trimester (or at the end of summer semester).

(ii) Grades and Grade Points

Corresponding to each course registered, a student obtains a letter grade at the end of the Trimester (i.e. at the end of the Trimester, irrespective of his presence/absence in the examination). There are eleven (11) types of grades awarded in ITM UNIVERSITY to the students as mentioned in the following table:

ACADEMIC PERFORMANCE	LETTER GRADES	GRADE POINTS
OUTSTANDING	A+	10
EXCELLENT	A	9
VERY GOOD	B+	8
GOOD	B	7
AVERAGE	C+	6
BELOW AVERAGE	C	5
MARGINAL	D	4
FAIL	F	0
AUDIT PASS	AP	-
AUDIT FAIL	AF	-
SATISFACTORY	S	-
NON SATISFACTORY	NS	-

$$\text{Points} = \text{Credit of the course} \times \text{Grade Point}$$

(iii) **Evaluation System**

The performance of the student in the credit-grading system is evaluated throughout the Trimester. The methodology used for the evaluation is tabulated below:

S NO	TYPE OF COURSE	SECTION	PARTICULAR	ALLOTTED MARKS	PASS CRITERIA IN THIS COURSE
1	THEORY (L-T-0) / (L-0-0)	A	MAJOR TEST	50%	MUST SECURE AT LEAST 40% MARKS IN SECTION-A AND AT LEAST 40% MARKS IN THE TOTAL MARKS OF SECTION A AND B.
			MINOR TESTS	30%	
		B	Moot Court/ Project Work	20%	

A student has to pass in any course as a whole viz. in both sections A and B for any course in the same academic year AS SPECIFIED ABOVE.

The evaluation of course like Practical training, seminar and dissertation are performed as per the details decided by the school.

(iv) **Grading Method**

The grading method for evaluating students' performance involves award of grade according to the range of total marks in the course. The total marks are obtained by adding marks for various components as per section 4.3. The range of marks between any two grades are framed in such a manner that the effect of individual marking/checking techniques on the overall grading is minimal.

The award of grades based on marks out of 100 is made as follows:

LOWER LIMIT (MARKS)		GRADE	UPPER LIMIT (MARKS)	
91	<	A+	<	100
82	<	A	<	90
73	<	B+	<	81

LOWER LIMIT (MARKS)		GRADE	UPPER LIMIT (MARKS)	
64	<	B	<	72
55	<	C+	<	63
46	<	C	<	54
40	<	D	<	45
0	<	F	<	39

(v) **Grade Point Averages – TGPA and CGPA.**

There are two types of Grade Point Averages (GPA), which are:

- (i) Trimester Grade Point Average (TGPA)
- (ii) Cumulative Grade Point Average (CGPA)

While TGPA is a measure for a Trimester performance only, CGPA is a measure of performance upto any specified Trimester beginning from the first Trimester. Every student earns a distinct TGPA and a distinct CGPA at the end of each specified Trimester.

(a) **Calculations of TGPA for a Trimester**

All the courses (except audit type and Non-Credit courses) for which a student has registered in the Trimester and awarded one of the A+, A, B+, B, C+, C, and D grades in this Trimester are considered for computing TGPA.

The Mathematical Formula:

$$TGPA = \frac{\sum C_i P_i}{\sum C_i}$$

where

C_i = Course Credit of the course of a Trimester for which TGPA is to be calculated for a student.

P_i = Grade Point earned by the student in the course.

$i = 1, 2, 3, \dots, n$, represents the number of courses passed in that Trimester.

(b) **Calculation of CGPA upto a Trimester**

All the courses (except audit type and Non-Credit courses) for which a student has registered upto r^{th} Trimester beginning from the first Trimester and awarded one of the A+, A, B+, B, C+, C, and D grades are considered in computing the CGPA upto a r^{th} Trimester.

The Mathematical Formula

$$CGPA = \frac{\sum C_j P_j}{\sum C_j}$$

where

C_j = Course Credit of the course

(up to the specified Trimester beginning from the first Trimester).

P_j = Grade Point earned in the course.

$j = 1, 2, 3, \dots, m$, represent the number of courses passed till r^{th} Trimester.

(c) **Performance Classification**

A student has to be declared eligible for award of the degree as per section 5.1 for UG and section 6.1 for PG students. Classification of performance of the students at the end of the programme (after completing all the programme requirements) will be based on CGPA (Cumulative Grade Point Average) earned, as indicated below:

CLASSIFICATION OF PERFORMANCE FOR BBA-LLB	CGPA
FIRST CLASS WITH DISTINCTION	8.25 AND ABOVE
FIRST CLASS	6.75 TO 8.24
SECOND CLASS	4.75 TO 6.74
NOT SUCCESSFUL	BELOW 4.75

CLASSIFICATION OF PERFORMANCE FOR LLM	CGPA
FIRST CLASS WITH DISTINCTION	8.25 AND ABOVE
FIRST CLASS	6.75 TO 8.24
SECOND CLASS	5.75 TO 6.74
NOT SUCCESSFUL	BELOW 5.75

(d) **Moderation of Grades**

Moderation of grades is required to minimize the effect of individual marking/checking techniques. The awards of grades in the courses shall be moderated if necessary.

5. UG DEGREE REGULATIONS & PERFORMANCE MONITORING

(i) **Degree Requirements**

All the following requirements are mandatorily to be fulfilled for award of BBA – LLB Degree:

- Completion of earned credits as specified in the scheme of each BBA – LLB Programme.
- Obtaining a minimum CGPA of 4.75 at the end of the programme.
- If a student completes required credits for BBA – LLB (Hons.) with CGPA less than 4.75, he may be allowed to do additional elective course under any category to improve the CGPA within the maximum time limit for the completion of B.B.A.-LLB degree.
- Completion of practical training as prescribed by the concerned department.

(ii) **Academic Performance Monitoring**

(a) **For continuation of registration at the end of 1st Trimester**

The following rules will be applicable:

To be eligible for continuation of registration at the end of every Academic Year (including summer semester), the number of earned credits of a student should not be less than those specified in the table below:

S. NO.	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	10% of total credits of the programme
2	II	25% of total credits of the programme
3	III	40% of total credits of the programme
4	IV	55% of total credits of the programme
5	V	70% of total credits of the programme
6	VI	85% of total credits of the programme
7	VII	100% of total credits of the programme

(iii) **Maximum Time to Complete the Degree**

The maximum time for completion of bba – llb (Hons.) degree is seven years. This will not be increased *under any circumstances*.

6. **PG DEGREE REGULATIONS & PERFORMANCE MONITORING**(i) **Degree Requirements**

All the following requirements are mandatorily to be fulfilled to get LLM Degree:

- (a) Completion of earned credits as specified in the scheme of each LLM Programme.
- (b) Obtaining a minimum CGPA of 5.75 at the end of the programme.
- (c) If a student completes required credits for LLM with CGPA less than 5.75, he may be allowed to do additional elective course under any category to improve the CGPA within the maximum time limit for the completion of LLM degree.

(ii) **Academic Performance Monitoring**(a) **For continuation of registration at the end of every academic year**

The following rules will be applicable:

To be eligible for continuation of registration at the end of every Academic Year (including summer semester), the number of earned credits for a student should not be less than those specified in the table below:

<i>Full time student</i>		
S. NO	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	20% of total credits of the programme
2	II	45% of total credits of the programme
3	III	70% of total credits of the programme
4	IV	100% of total credits of the programme
<i>Part time student</i>		
S. NO	ACADEMIC YEAR	MINIMUM NO. OF EARNED CREDITS (EC)
1	I	10% of total credits of the programme
2	II	30% of total credits of the programme
3	III	50% of total credits of the programme
4	IV	70% of total credits of the programme
5	V	100% of total credits of the programme

(iii) **Maximum Time to Complete the Degree**

The maximum time for completion of LLM degree is 4 years. This will not be increased *under any circumstances*.

- 7 The Board of Management retains the right to deviate from, or suspend, any part of these guidelines for good reason and in the interest of academic standards and/or fairness to students.
- 8 The course Credit Regulation & Grading System is subject to review and amends from time to time for improvements, inclusion of new programmes etc. All changes in the Course Credit Regulations & Grading System shall be concerned with the approval as per Prescribed Authority.

ORDINANCE NO. 11 (b)**DOCTOR OF PHILOSOPHY (Ph.D.) PROGRAMME**

Research plays a vital role in enhancing the quality of higher education and achieving academic excellence. As outlined in its objectives, the University shall encourage quality in research by introducing Ph. D programmes in all area of engineering, management, sciences, law and Humanities commensurate with the academic resources available. The rules and regulation framed shall comply with the guidelines of the regulating bodies and ensure that the standard of Ph. D. studies at ITM University shall be comparable to the best in the country.

1. APPLICABILITY

This Ordinance is applicable with effect from academic session 2010-11 and shall cover all admissions into Ph.D. programmes of ITM University.

2. CATEGORIES**(i) Full - time Ph.D. Scholar**

These scholars will be full time students of ITM University for completing the requirements for Ph.D. degree.

(ii) Part - time Ph.D. Scholar

These scholars will devote part of their time for completing Ph.D. requirements and in-addition devote part of their time for discharging their organizational obligations.

At any stage of his/her research work, a full-time research scholar can request for a change from full-time to part-time category. The request has to be made to the Dean (Academics). The request must be considered by the Scholar Research Committee (SRC) and the change recommended to the Dean (Academics) through the Chairman SDRC.

3. DURATION OF THE Ph.D. PROGRAMME

The full-time Ph.D. scholar shall submit his/her Ph.D. thesis within a minimum of 3 years and a maximum 7 years from the date of his/her first registration. For full-time Ph.D. scholars admitted after B Tech degree and for part-time scholars, these durations shall be 4 years and 7 years, respectively.

4. LEAVE

Maximum leave for full time Scholars will be 30 days in an academic year. The record of attendance will be maintained in the Department to which the scholar is attached. In case of serious illness, the necessary information will be immediately communicated by the scholar in writing through the supervisor(s) and the Head of Department for approval of Dean (Academics) as per rules. Unauthorized absence from ITMU (ITM University) will lead to cancellation of registration by the BDR (Board of Doctoral Research).

5. ELIGIBILITY FOR ADMISSION

A candidate seeking admission in the Ph.D. programme must have secured at least 60% marks at Postgraduate level for the disciplines of Science/Engineering/ Management and at least 55% marks for the disciplines of Humanities/ Law.

A candidate with a B Tech degree with a minimum overall percentage of 75% or equivalent and holding one of the top three positions/ranks in the University shall also be eligible to apply.

The minimum eligibility criteria indicated above for each programme is only an enabling clause. The SDRC (School Doctoral Research Committee) may fix higher criteria at the time of short-listing keeping in view the number of candidates, minimum background expected to cope with the programme etc.

Candidates in the final year of their Master's programmes who expect to complete all their qualifying degree requirements before a specified date indicated by the ITMU can apply for admissions. For short-listing purposes, their performance till the preceding semester (preceding year if their programmes are year based) would be considered but their admission would be subject to their meeting the minimum eligibility criteria after their final qualifying examination results are announced.

Each *Part-time candidate* is required to submit a "No Objection Certificate" on a proper letterhead from the appropriate authority of the organization in which he/she is presently working clearly stating the following:

- (i) the candidate is permitted to pursue studies on a part-time basis.
- (ii) that his/her official duties permit him/her to devote sufficient time for completion of course work and carry out doctoral research.
- (iii) facilities for research in the field of research of candidate are available at the place of work of the candidate.

6. RESERVATION

The Reservation Policy of National/State level as per Haryana private Universities Act No 32 of 2006 will be followed while granting admission to Ph.D. programmes.

7. CONSTITUTION OF SDRC AND BDR

The Registrar will get the SDRC and BDR constituted with the approval from the Vice Chancellor.

8. INTAKE

Each SDRC shall declare the number of seats for Ph.D. scholars available.

9. PROCEDURE FOR ADMISSION

Admission for Ph.D. programme will be done twice every year, normally during June and December.

- (i) The candidate desiring to seek admission to PhD programme at ITMU shall apply for the same on a prescribed Application Form by a due date announced by ITMU.
- (ii) The applications will be scrutinized by the SDRC concerned. The SDRC will call an adequate number of eligible candidates for a written entrance test "IPET" ("ITMU Ph.D. Entrance Test"). The selection will be done on the basis of : IPET marks, qualifying degree marks and interviews. The weightage of each component will be decided by each school before advertising for Ph.D. Programme.

- (a) The candidates, who do not have valid score in national tests like UGC / CSIR (JRF) examination / NET/SLET / GATE/ teacher fellowship holder or have not passed the M. Phil degree, will have to appear in Entrance IPET. The weightage of various components for admission will be IPET marks – 40%, Qualifying degree marks – 40% and interview – 20%.

- (b) The candidates, who have valid score in the above national tests or have passed M. Phil degree, will have the following weightage for admission:
M. Phil/ National level test score – 40%, Qualifying marks degree as in 'a' above- 40% and interview – 20%.

In case, no score is given in any national test, the concerned School will decide the weightages as applicable.

- (iii) The candidates, whose selection is approved by the Dean (Academics) will be admitted to the Ph D programme after payment of prescribed fees.

10. FEES PAYABLE

Each scholar shall pay fees as prescribed in Ordinance 6.

11. REGISTRATION

All research scholars are required to report for Central Registration before the commencement of each semester according to the schedule/procedure notified by ITMU in advance.

12. ELIGIBILITY CRITERIA FOR SUPERVISOR

All full time faculty members of ITMU holding Ph.D. degree are eligible to supervise a research scholar. A person from other academic institutes, research laboratories, or industry holding a Ph.D. degree can also be a supervisor in addition to the supervisor from ITMU.

13. ALLOCATION OF SUPERVISOR

- (i) The allocation of supervisor for a selected scholar shall be decided by the School Doctoral Research Committee (SDRC) depending upon the area of research and the availability of supervisor in that area.
- (ii) The supervisor(s) from ITMU shall be appointed within three months of the research scholar joining the programme.
- (iii) There may be two supervisors from ITMU where possible for a research scholar. It may be helpful if one of the supervisors has to be away from ITMU. The maximum No. of supervisors would be three including one from outside as per para 12 above.
- (iv) The area of research to be pursued by the research scholar shall be approved by the SDRC at the time of the allocation of supervisor(s).
- (v) The maximum number of Ph.D. scholars, a supervisor can guide at a time shall be decided by the concerned SDRC subject to a maximum of 8.
- (vi) If extraordinary circumstances so warrant, any change in supervisor or allocation of a second supervisor may be carried out by the SDRC.

14. COURSE WORK

- (i) The award of the Ph.D. degree is recognition of high achievements, independent research and application of scientific knowledge to the solution of technical and scientific problems. Creative and productive inquiry is the basic concept underlying the research work. In order to overcome any deficiency in the breadth of fundamental training or for proper foundation for advanced work, special make up or pre-doctoral courses shall be given by each Department, including a pre-PhD course on Research Methodology.
- (ii) The research scholar must also complete a pre-Ph.D. compulsory audit course on Communication Skills.
- (iii) The courses to be taken shall be prescribed/approved by the SRC in its first meeting (see item 15 below).
- (iv) Candidates are required to complete a minimum of 9 credits with a minimum CGPA of 7.5. However, candidates admitted after B Tech degree are required to complete a minimum of 15 credits with a minimum CGPA of 7.5. A Department may specify a higher credit requirement for all their Ph.D. programmes and/or require an individual scholar to complete a larger number of credits based on his/her background and preparation level.
- (v) The course work must be completed within one year of admission. However, if the CGPA at the end of second semester is above 7.00 but less than 7.50, the candidate will be asked to take more courses in order to make up the required CGPA, for which an extension of one semester for completion of course work may be granted at the request of the research scholar to the Dean (Academics). Such a request for extension must be recommended by the supervisor(s) and SRC and routed through the Chairman SDRC.
- (vi) If the SGPA at the end of the first semester and CGPA at the end of any subsequent semester is below 7.00, he/she will have to discontinue the doctoral programme.

15. SCHOLAR'S RESEARCH COMMITTEE

The SDRC will appoint a Student's Research Committee, SRC, for each research scholar.

The SRC will meet within a month of being constituted, where the research scholar shall make a presentation on the proposed research topic. The SRC shall prescribe/approve the courses to be taken by the research scholar in this meeting.

16. RESEARCH PROPOSAL PLAN

On completion of course work, a scholar shall prepare a detailed "Research Proposal" with Gantt Chart on the approved research area of his/her interest within 6 months from the date of completion of course work. The objective of the proposal is for the student to define the Ph.D. research problem based on a survey and critical analysis of the literature.

The research scholar shall present the proposed work in an open seminar and defend it before SRC. The SRC shall make recommendations to the SDRC for approval of the "Research Proposal". The SDRC shall communicate its recommendations to the Dean (Academics) for further processing. In case SDRC does not find the Proposal suitable, it can reject the proposal and communicate the candidate about the decision. SDRC may also ask the candidate to resubmit a revised proposal within a specified time (next 3 months) if it is found to be deficient.

17. PROGRESS OF THE RESEARCH WORK

- (i) At the end of every semester, the progress of a scholar will be assessed by the SRC of that research scholar, who shall make a presentation before the SRC for feedback and comments. The SRC shall send the Assessment Report to the SDRC with its recommendations on continuation or cancellation of registration. The recommendation of the SDRC shall be sent to the Dean (Academics) through the Chairman SDRC.
- (ii) If a supervisor is not satisfied with the work of the candidate, he/she will inform the SDRC for appropriate advice to the scholar. The SDRC may take up the matter with the Dean (Academics). The matter shall be considered by the Board of Doctoral Research, BDR, in order to decide whether the candidate should be allowed to continue his/her research for the Ph.D. degree.
- (iii) A research scholar may request the Dean (Academics) for discontinuation of his/her research work through his/her supervisor and forwarded by the Chairman SDRC. The request will be considered by the BDR.
- (iv) All correspondence will be carried out by the scholar through the supervisor(s) and Head of the Department.

18. SUBMISSION OF SYNOPSIS

- (i) On completion of the research work to the satisfaction of the supervisor(s), the scholar will submit 10 copies of the synopsis to the SDRC through the supervisor. The synopsis must precisely reflect in about 600 words all aspects of the research work done which are to be included in the thesis. A CD containing a PDF file of the synopsis shall also be submitted.
- (ii) The SDRC shall forward the synopsis to the SRC for assessment. The assessment shall be carried out by the SRC through a pre-Ph.D. seminar for getting feedback and comments, which may be suitably incorporated by the scholar into the thesis under the advice of the supervisor(s). The schedule for this seminar must be notified well in advance. The research scholar shall present the

complete work carried out by him/her in this seminar and defend it before the SRC. The SRC shall make recommendation to the SDRC for approval of the "Synopsis" and certify the completeness of research work. The SDRC shall, in turn, communicate its recommendations on completeness of the work and acceptance of the synopsis to the Dean (Academics). On the other hand, SRC/SDRC may also ask the scholar to do further work, if so required, and resubmit a revised synopsis within a specified time.

- (iii) The supervisor(s) shall submit to the SDRC a confidential list of at least ten renowned experts actively working in the field of the research area and who have significant contribution in terms of publications in reputed journals of high impact rating and/or patents. This list must include at least five experts from reputed institutions from the developed foreign countries. The SDRC shall then recommend a panel of 10 examiners based on this list to the Dean (Academics) by the HOD.

19. SUBMISSION OF THESIS

- (i) The thesis shall be written in English in the specific format and shall contain a critical account of the candidate's research. It should be characterized by discovery of facts, of fresh approach towards interpretation of facts and theories or significant contribution to knowledge of design or development, or a combination of them. It should bear evidence of the candidate's capacity for analysis and judgment and also his/her ability to carry out independent investigation, design or development.
- (ii) No part of the thesis or supplementary published work shall have been submitted for the award of any other degree/Diploma.
- (iii) A research scholar shall publish at least one research paper in a refereed Journal before the submission of the thesis for evaluation, and produce evidence for the same in the form of acceptance letter or the reprint. The SDRC shall keep an up to date list of refereed journals of high impact rating in each area of research.
- (iv) The thesis must be a piece of original research work characterized either by the discovery of new facts or by fresh interpretation of the known facts or theories. In either case, it shall give evidence of the candidate's capacity for original research, critical examination and judgment.
- (v) Plagiarism shall be dealt according to the existing law.
- (vi) The scholar shall submit six (6) printed or typed copies of his/her thesis to the SDRC through his/her supervisor. The SDRC shall recommend the thesis for acceptance to the Dean (Academics) for further processing. In addition, a CD of the thesis in PDF format shall also be submitted by the scholar for forwarding it to the Dean (Academics).
- (vi) The thesis shall include the following certificate signed by the supervisor(s):

This is to certify that the thesis entitled ".....(TITLE OF THE THESIS)" submitted to ITM University, Gurgaon, in partial fulfillment of the requirements for the award of degree for Doctor of Philosophy in(name of the subject). It embodies the original research work carried out by Mr./Ms..... (name of the candidate) under my/our supervision and has not been submitted in part or full for any other degree or diploma of this University or of any other university/institution anywhere.

20. APPOINTMENT OF EXAMINERS

- (i) From the panel of examiners submitted by the Chairman SDRC, the Dean (Academics) will appoint two external examiners after taking approval of the Vice Chancellor. One of the examiner must be

from outside India. These two external examiners and the supervisor(s) of the scholar shall form the Committee of Examiners for evaluation of thesis submitted by the research scholar. This Committee shall be notified by the Dean (Academics). The appointment of these examiners shall be strictly confidential.

- (iii) A copy of the synopsis shall be sent to each examiner.
- (iv) The Dean shall request the appointed examiner, to give their consent for the acceptance of examinership.
- (v) In case, an appointed external examiner declines to act as examiner, the Dean (Academics) may appoint another external examiner in line with (i) above.

21. EVALUATION OF THESIS BY EXAMINERS

- (i) On receipt of acceptance of examinership from the appointed examiners, a copy of the thesis shall be sent to them for evaluation within a stipulated time indicated by the Dean (Academics).
- (ii) Each examiner is required to give his/her assessment report and a clear recommendation about the candidate's research work to the Dean (Academics).

The assessment report shall cover the following in details:

- (a) Significant contribution to knowledge.
- (b) Any specific observations made by the candidate requiring revision, modifications or clarification.
- (c) Standard of presentation of thesis.

The recommendation made by the examiner about the candidate's research work shall be on the prescribed form provided by the ITMU indicating clearly ONE of the following

(a)	The thesis is recommended for the award of the Ph.D. degree in the present form.	
	Or	
(b)	The thesis is accepted for the award of the Ph.D. degree after minor revision.	
	The examiner shall like to examine the response before recommending the award.	YES/ NO
	Or	
(c)	The thesis may be accepted for the award of the Ph.D. degree after major revision requiring rewriting a portion/chapter of the thesis incorporating some additional work .	
	The examiner shall like to examine the response before recommending the award.	YES/ NO
	Or	
(d)	Rewriting of the thesis after further research.	
	Or	
(e)	The thesis is rejected outright.	

The examiners of the thesis may send, along with their reports, suggestions on corrections and modifications and questions to be asked from the candidate by the Committee constituted for conducting the Viva-Voce examination.

- (iii) If the examiner has recommended resubmission of the thesis (iic or iid above), the Dean (Academics) shall accordingly advise the scholar through his/her supervisor. The candidate shall ordinarily resubmit the revised thesis within one year from the date on which the comments of the examiner(s) are provided to him/her. The response of the candidate shall be sent again to the same

examiner for a fresh assessment and recommendation.

- (iv) If the examiner has recommended rejection of the thesis, the Dean (Academics) may appoint a new examiner out of the panel, provided the report of one of the external examiners is satisfactory.
- (v) If both the external examiners have recommended rejection of the thesis, the thesis shall be rejected outright.

22. **FINAL VIVA VOCE**

- (i) On having received the Thesis Assessment Report and recommendations from all examiners, the Dean (Academics) shall request the supervisor to arrange for the final viva voce.
- (ii) The viva-voce Committee, comprising of the external examiner from India, a member of SRC appointed by the Dean (Academics) and the supervisor(s) shall conduct the viva voce of the scholar on his/her thesis.
- (iii) The viva-voce Committee shall provide to the candidate a list of all corrections and modifications, if any, suggested by the examiners.
- (iv) The research scholar shall present the complete work in an open seminar, which may be attended by any faculty member, expert or research scholar and defend it before the Viva Voce Committee. All queries raised by the examiners in their reports shall also have to be satisfactorily answered by the scholar.
- (v) The recommendations of the examiners shall be placed before the viva voce Committee.
- (vi) The Viva Voce Committee shall communicate its recommendations on the award of Ph.D. degree to the Dean (Academics) through the Chairman SDRC.
- (vii) In exceptional cases, if external examiners are not available for viva-voce exam. the Dean (Academics) will appoint another external member for viva-voce committee, in consultation with Chairman – SDRC.

23. **HONORARIUM, TA AND DA TO EXAMINERS AND VIVA VOCE COMMITTEE MEMBERS**

Honorarium, TA and DA to examiners and Viva Voce Committee Members shall be payable according to rules of ITMU.

24. **DECLARATION OF RESULT**

- (i) The Dean (Academics) shall place the recommendations of the Viva Voce Committee to the BDR before obtaining the final approval of the Vice Chancellor for the award of the Ph.D. degree.
- (ii) The Dean (Academics) shall inform the Controller of Examinations (COE) about the recommendation of BDR.
- (iii) The Registrar shall declare the result on the award of Ph.D. degree to the scholar.
- (iv) The ITMU Controller of Records (COR) shall issue a Provisional Certificate to the effect that the Ph.D. Degree has been awarded in accordance with the provision to the Ph.D. Ordinance of ITM University.

- 25 The Board of Management retains the right to deviate from, or suspend, any part of these guidelines for good reason and in the interest of academic standards and/or fairness to students.

26 DEPOSITORY WITH UGC

Following the successful completion of the evaluation process and announcements of the award of Ph.D., ITMU shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

27 DISCIPLINE

Every research scholar is required to observe decorum and disciplined behaviour both inside and outside the campus and should not indulge in any activity, which will tend to bring down the prestige of the ITMU. Any act of indiscipline of a research scholar shall be dealt in accordance with prevailing rules on indiscipline in ITMU.

28 DISPUTE REDRESSAL

In case of any dispute, the decision of the BDR shall be final.

29 RIGHT TO AMEND

Notwithstanding all that has been stated above, the prescribed authority has the right to modify the above Ordinance from time to time.

ORDINANCE 11 (c)**BACHELOR OF BUSINESS ADMINISTRATION****1. APPLICABILITY**

This ordinance covers the Regulations for the Bachelor of Business Administration offered by ITM University.

2. GENERAL INTRODUCTORY INFORMATION

- (i) All students are required to comply with the Regulations, as well as the procedures, deadlines and instructions issued by the University from time to time.
- (ii) The Regulations are updated from time to time. The rules relating to a programme of study in any given year are those included in the Regulations for that current year and not in the year in which the student initially registered.
- (iii) *These guidelines are subject to change at the exclusive discretion of ITM University. Additions/ Deletions/ modification in part or whole if, any shall become effective from and date to be notified by the Academic Council of the University.*
- (iv) A certificate under the seal of the University will be delivered to each successful student who is granted a degree. The date of the award will be decided by the university.

3. DEGREE

- (i) The University awards the Bachelor of Business Administration (BBA) degree under these Regulations:

4. PROGRAMMES OF STUDY AND REGISTRATION

- (i) The course consists of 15 full units. To complete a degree and to be considered for the award students must attempt every element of the assessment for 15 full units and pass all the 15 units.
- (ii) When students register they are given an effective date of initial registration. A student's effective date of initial registration determines when the student can enter his or her first examination.
- (iii) The minimum period of registration for degrees is three years from a student's effective date of initial registration. No reduction in the prescribed minimum period of registration will be permitted.
- (iv) The maximum period of registration for a degree is five years from the effective date of initial registration.

5. RULES OF PROGRESSION

- (i) Examinations will be held in March / April each year.
- (ii) All students must comply with the prerequisites mentioned in the Regulations.
- (iii) Once the award and classification of the degree have been confirmed by the Board of Examiners, the student cannot refuse or decline the award or its classification. The decision of the Board of Examiners is final.

6. ELIGIBILITY FOR APPEARING IN END TERM EXAMINATION

To be eligible to appear in the final examination to be held in the month of March / April each year, a student is required to

- (i) Secure at least 70 % attendance in lectures/tutorials held in respect of each subject.
- (ii) Submit timely at least eight assignments per subject during the academic year or at such intervals as may be decided by the faculty concerned from time to time.
- (iii) Ensure that there is no case of indiscipline against him/her.
- (iv) Ensure that there are no dues outstanding to the University.
- (v) Students who fail to fulfill these requirements will be denied permission to write their examination

7. ASSESSMENT

All students sitting for the examinations are required to comply with the rules governing the conduct of examinations.

- (ii) Each full unit (with the exception of SML 201 Accounting Principles) will be examined by three-hour unseen written paper, and each half unit will be examined by two-hour unseen written paper. SML 201 Accounting Principles will be examined by three-hour and 15 minutes unseen written paper that includes reading time.
- (iii) All written papers shall be completed without aids unless otherwise prescribed.
- (iv) The examinations by written paper will be held on one occasion each year, in March / April.
- (v) For certain units, students will be given materials with the question paper, such as graph paper, accounting paper or statistical tables, for use in the examination. The provision and permitted use of these materials is subject to change.
- (vi) For certain units, students may bring into the examination hall their own hand held electronic calculator of such description as may be decided by the university.
- (vii) Half units are 'paired' and averaged (rounded up to a whole number) to produce marks for classification/grading purposes.
- (viii) The guidelines presented below show the main characteristics of the schemes used for the evaluation of students.
 - (i) 50 % weightage will be given for Annual Examination.
 - (ii) 30% weightage will be given to Minor Tests scheduled as per the Academic Calendar.
 - (iii) 20% weightage will be given for assessment by the faculty through assignment & class Participation.

8. NUMBER OF ATTEMPTS PERMITTED

- (i) The maximum number of attempts permitted for degree students at an examination for any full or half unit is three.
- (ii) A student who is not yet eligible for award of the degree is required to make a further attempt at all failed units (provided the maximum number of attempts has not been exhausted).
- (iii) A student who fails a unit at the third attempt will not be permitted to make a further attempt at that unit.
- (iv) Once the Board of Examiners decides that a student is eligible for award of the degree, the degree will be awarded.

9. SCHEME OF AWARD

The guidelines presented below show the main characteristics of the schemes used for the assessment of students.

The Board of Management retains the right to deviate from, or suspend, any part of these guidelines for good reason and in the interest of academic standards and/or fairness to students.

- (i) The marking standards for all units are the same.

- (ii) The Examiners will determine a numerical percentage mark for each unit attempted by a student based on the following scales:

For all units (see below) -

Degree Class equivalent	Degrees	Percentage
First Class Honours	Distinction	70 - 100
Upper Second Class Honours	Merit	60 - 69
Lower Second Class Honours	Credit	50 - 59
Third Class Honours	Pass	40 - 49
Pass	Pass	34 - 39
Fail	Fail	0 - 33

- (iii) Students who are not eligible for award of the degree are required to make a further attempt at all failed units.
- (iv) In all cases, marks are based on those obtained at the latest attempt at the relevant unit.
- (v) Borderline marks are 69, 59, 49, 39 & 33 for all units. At the stage of classification/grading, all borderline marks may be treated as falling within the mark band above when doing so would improve a student's classification/grade.
- (vi) There are no borderline aggregate marks.
- (vii) Half units are 'paired' and averaged (rounded up to a whole number) to produce marks for classification/grading purposes.
- (viii) A Fail in one half unit of a pair counts as a half unit Fail in assessing the number of units passed.
- (ix) Each half unit of a pair must be passed to generate a full unit pass.
- (x) Student shall be promoted to the next year if he/she passes at least 3 out of 5 papers prescribed in a year. If a student fails in only 1 or 2 subjects out of 5, he/she shall be promoted to the next class and shall be allowed to reappear in the subjects in the supplementary examination which will be held in summer. If he still fails to pass the subject(s), the student will be required to repeat the subject(s) which require him/her to fulfill the attendance/other requirements all over again.

10. DEGREE CLASSIFICATION

- (i) A student having attempted 15 full units and passed in all 15 full units will be eligible for the award of a degree as per the classification scheme.

BACHELOR OF BUSINESS ADMINISTRATION

Managerial Skills involve dynamic leadership, strategic planning, scientific thinking, thoughtful organization and good governance. The Rationale behind designing the courses for Bachelor of Business Administration is to:

- (a) Help students acquire these skills by giving them strong academic and theoretical foundations coupled with application oriented learning situation.
- (b) Employability is a difficult proposition, yet the ultimate objective is to help the students realize their true potential and provide them knowledge base and skills which makes them suited to the needs of the world market. Course though not tailor made are certain in accordance with employable skills applicable to future progression.

NAME OF THE COURSE	BBA (FULL TIME) English Medium
DURATION	3 years
MINIMUM ELIGIBILITY	Passing 10+2 level of CBSE or equivalent board recognized by Govt. of India with 55% marks.
SELECTION PROCEDURE	<p>All eligible applicants will be required to take a written test of the University in English Language, including an exercise in comprehension. They will also be expected to write an essay demonstrating discursive and analytical skills to ascertain a level of competence, sufficient to ensure full participation in the course. All this will be examined in Section A.</p> <p>Section B will cover the test in Mathematics to ensure that a student will not have any difficulty with the component courses in Mathematics or Statistics.</p> <p>Weightage will also be given for achievement in co-curricular, extra curricular activities and interview.</p> <p>The duration of the entrance test shall be two and half hours. Short listed students will be called for personal interview.</p>

COURSES FOR BACHELOR OF BUSINESS ADMINISTRATION

FIRST YEAR		
UNIT-CODE	UNIT	CONTENT
SML101	PRINCIPLES OF ECONOMICS	<p>Microeconomics: The Theory of Consumer Behaviour; The Theory of the Firm: Markets; Factors Market; Coordination and Welfare.</p> <p>Macroeconomics: Aggregation; The Closed Economy; The Goods Market; Money and Banking; General Equilibrium; The Open Economy; Exchange Rate Determination and the Money Sector; Prices, Inflation and Unemployment; The Phillips Curve and the theory of Inflation.</p>
SML 102 (A)	QUANTITATIVE AIDS-STATISTICS (HALF UNIT)	Basic background; Data collection; Data presentation and analysis; The Normal Distribution; Goodness of fit; Regression and correlation:
SML 102 (B)	QUANTITATIVE AIDS-MATHEMATICS (HALF UNIT)	Basics; Differentiation; Integration; Functions of several variables; Matrices and linear equations; Sequences and series:
SML 103	SOCIOLOGY	Theory and method; Globalization and social change; Societal Aspects
SML 104	BUSINESS & MANAGEMENT	Development of business and management; Decision making; Business and its environment; Business and its environment; Contemporary issues in business and management;
SML 105	CREATIVE WRITING	The Art of Writing; Modes of Creative Writing.

SECOND YEAR		
UNIT CODE	UNIT	CONTENT
SML 201	ACCOUNTING PRINCIPLES	Accounting Concepts & conventions; Budgetary Planning & Control
SML 202	BUSINESS LAW	Forms of business organization; the formation and operation of organization; limited liability; Dealings between the organization & the outside world
SML 203	MANAGING HUMAN RESOURCE	Human Resource Strategy; Current theoretical perspectives; Organizational Justice.
SML 204	MANAGEMENT INFORMATION SYSTEMS	Background and models of information system design; Information systems and business strategies.
SML 205	PROJECT WRITING	Introduction; Project Overview; Administrative Information; Problem & justification; A note on technological Research; Objectives; Methodology; Result and dissemination; A note on intellectual property; Institutions and personnel; Timetable & budget; Evaluation ;Appendices
THIRD YEAR		
UNIT CODE	UNIT	CONTENT
SML 301	FUNDAMENTALS OF SOCIAL & APPLIED PSYCHOLOGY	Understanding the Social world; Social influence; Social relations
SML 302	INTERNATIONAL & COMPARITIVE PERSPECTIVES (SML 101 OR SML 103)	The World Economy; Comparative Management; International Management; Global Competition
SML 303	FUNDAMENTALS OF MARKETING (SML 101 OR SML 104)	Consumer & Buyer Behaviour; Organizational Marketing Behaviour
SML 304	DEVELOPMENT MANAGEMENT PERSPECTIVES	Theoretical background; Governance public order & theories of the State; Private provision; Common resource and private solutions for collective action; Empirical studies of transformation & decomposition Institutions vs. geography vs. values.
SML 305	ENTREPRENUERSHIP	Significance of Entrepreneur; Preparation of feasibility reports; Government support to new enterprise; Procedural steps in setting up an Industry; Entrepreneurship development programmes.

FIGURES IN BRACKET INDICATE THE PREREQUISITE TO BE CLEARED TO BE ELIGIBLE FOR THE SUBJECT

Anything contrary to the provisions of the Haryana Private Universities Act, 2006 (amended from time to time) will be null and void.